RICHMOND
SCHOOL DISTRICT NO.38

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

Board of Education

Public Meeting Agenda

Wednesday, May 20, 2026 – 7:00 pm
1st Floor Boardroom

https://sd38.zoom.us/webinar/register/WN_YDg6LBRxTgKTkcYvQbSc9Q

After registering, you will receive a confirmation email containing information about joining the webinar.

The Richmond Board of Education acknowledges and thanks the First Peoples of the hənq̓əminəm language group on whose traditional and unceded territories we teach, learn and live.

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1. Recognition of Visitors, Announcements and Trustees' Updates

(a) Recognition of Visitors

(b) Announcements

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

2. Adoption of Agenda

3. Presentations, Briefs, Special Recognition

(a) Presentations

District French Language Events and Activities

(b) Briefs

Nil.

(c) Special Recognition

Nil.

4. Questions from the Public

Members of the public are invited to come forward with questions regarding agenda items.

5. Executive

6. **Approval of Minutes of Prior Meetings**

   (a) Record of an in-camera meeting of the board held Wednesday, April 22, 2026.

   (b) Regular meeting of the board held Wednesday, April 22, 2026 for approval.

   (c) Record of an in-camera special meeting of the board held Monday, May 11, 2026.

   (d) Special meeting of the board held Monday, May 11, 2026 for approval.

7. **Business Arising from Prior Minutes**

   (a) **2026/27 Annual Budget Bylaw – Three Readings**
   Report from the Secretary Treasurer attached.

8. **New Business**

   Nil.

9. **Questions from the Public**

   Members of the public are invited to come forward with questions regarding agenda items.

10. **Standing Committee Reports**

   (a) **Audit Committee**
   Chairperson: Rod Belleza
   Vice Chairperson: David Yang

   A meeting was held on Tuesday, May 5, 2026. The next meeting is scheduled for September 2026.

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

   (i) Minutes of the meeting held on April 15, 2026, are attached for information.

   A meeting was held on Wednesday, May 13, 2026. The next meeting is scheduled for Wednesday, June 10, 2026, at 6:00 pm.

   (c) **Facilities and Building Committee**
   Chairperson: Ken Hamaguchi
   Vice Chairperson: Debbie Tabolotney

   (i) Minutes of the meeting held on April 1, 2026, are attached for information.

A meeting was held on Wednesday, May 6, 2026. The next meeting is scheduled for Wednesday, June 3, 2026, at 4:30 pm.

(d) **Finance and Legal Committee**
Chairperson: Alice Wong
Vice Chairperson: Donna Sargent

(i) Minutes of the meeting held on April 15, 2026, are attached for information.

A meeting was held on Wednesday, May 13, 2026. The next meeting is scheduled for Wednesday, June 10, 2026, at 10:00 am.

(e) **Policy Committee**
Chairperson: Debbie Tabolotney
Vice Chairperson: Heather Larson

(i) **Notice of Motion: Policy 701.11-R: Naming and Renaming of Schools and District Facilities.**

(ii) Minutes of the meeting held on April 13, 2026, are attached for information.

A meeting was held on Monday, May 11, 2026. The next meeting is scheduled for Monday, June 8, 2026, at 11:00 am.

11. Board Committee and Representative Reports

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

A meeting was held on April 29, 2026. The next meeting is scheduled for September 9, 2026 at 9:30 am.

(b) **BCSTA**

Nil.

(c) **BCPSEA**

Nil.

12. Correspondence

(a) For action:

Nil.

(b) For information:

Nil.

13. Adjournment

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Board of Education

Telephone 604 668 6000
www.sd38.bc.ca

The next meeting is scheduled for Wednesday, June 17, 2026

Contact Persons regarding agenda items:

Superintendent, Mr. Christopher Usih – 604 668 6081

Secretary Treasurer, Ms. Cindy Wang – 604 668 6012

- Please address any item for an upcoming Agenda to the Chairperson, Board of Education (Richmond) at: 7811 Granville Avenue, Richmond, BC V6Y 3E3.
- Items to include your name and address.
- Items received at the office of the Secretary Treasurer by 9:00 a.m. the Thursday preceding a meeting of the Board will be included on the Agenda.
- Items arriving after the 9:00 a.m. Agenda deadline will be reserved for the next meeting of the Board.
- For further assistance, please contact the Executive Assistant to the Board at 604 295 4302.

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Committee Appointments 2025-2026

	Audit	Education	Facilities and Building	Finance and Legal	Policy
Chairperson	Rod Belleza	David Yang	Ken Hamaguchi	Alice Wong	Debbie Tabolotney
Vice Chairperson	David Yang	Heather Larson	Debbie Tabolotney	Donna Sargent	Heather Larson
Member	Donna Sargent	Rod Belleza	Alice Wong	Ken Hamaguchi	David Yang
Alternate	Alice Wong	Alice Wong	Donna Sargent	Rod Belleza	Rod Belleza
District Staff Rep	Cindy Wang	Maryam Naser	Cindy Wang	Cindy Wang	Chris Usih

	DEI Advisory	Indigenous Ed. Advisory	SOGI Advisory
Representative	Debbie Tabolotney/ David Yang	Ken Hamaguchi/ Heather Larson	Rod Belleza/ Donna Sargent
Alternate	Heather Larson	Rod Belleza	David Yang
District Staff Rep	Christel Brautigam	Liz Hayes-Brown	Rav Johal
Reports To	Board of Education	Board of Education	Board of Education

	Council/Board Liaison	BCPSEA Provincial Rep	BCSTA Provincial Council
Representative	Heather Larson/ Donna Sargent	Debbie Tabolotney	Alice Wong
Alternate	Ken Hamaguchi	Alice Wong	Donna Sargent
District Staff Rep	Chris Usih/Cindy Wang	Tanya Major	Chris Usih
Reports To	Board of Education	Board of Education	Board of Education

	Cambie Coordinating	Child Care Development Advisory	ELL Consortium	Richmond Sister City Advisory	Richmond Sustainability Action	Vancouver Coastal Health Authority
Representative	Alice Wong	Rod Belleza	David Yang	Ken Hamaguchi	Heather Larson	Debbie Tabolotney
Alternate	Donna Sargent	Debbie Tabolotney	Alice Wong	Rod Belleza	Donna Sargent	Ken Hamaguchi
District Staff Rep	Cindy Wang/Maryam Naser	Maryam Naser	Liz Hayes-Brown	Shaun Sephton	Maryam Naser	Chris Usih/Braunwyn Thompson/Christel Brautigam
Reports To	Finance and Legal Committee	Facilities and Building Committee	Education Committee	Education Committee	Facilities and Building Committee	Education Committee

Note:
The Chairperson or Vice Chairperson of the board is the alternate to all standing committees in the absence of the appointed trustee. All trustees are encouraged to attend standing committee meetings as they are available.

RICHMOND
SCHOOL DISTRICT NO.38

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

Date: May 20, 2026

From: Cindy Wang, Secretary Treasurer

Subject: **Record of an In-camera Board Meeting held April 22, 2026**

The Board of Education School District No. 38 (Richmond) would like to report that the following was discussed at an in-camera meeting of the Board held April 22, 2026.

(a)	Briefs and Presentations:	Nil.
(b)	Executive:	Administrative items were discussed.
(c)	Business Arising out of Minutes:	Administrative items were discussed.
(d)	New Business:	Administrative items were discussed.
(e)	Standing Committee Reports:	Administrative items were discussed.
(f)	Board Committee and Representative Reports:	Nil.
(g)	Correspondence:	Nil.
(h)	Record of Disclosure:	Nil.

Below find an excerpt from Board Policy which outlines those matters that constitute In-Camera material.

Pursuant to Board Policy 201, unless otherwise determined by the Board, the following matters shall be considered in-camera;

To protect individual privacy and the Board's own position, in-camera meetings may be conducted to discuss issues such as:

- individual student matters;
- individual employee matters;
- legal concerns;
- negotiating collective agreements;
- negotiating contracts;
- the sale or purchase of land.

Trustees will not disclose to the public or employees the proceedings of an in-camera session unless a resolution has been passed at the closed meeting to allow such disclosure.

RICHMOND
SCHOOL DISTRICT NO.38

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

Board of Education

Public Meeting Minutes

Wednesday, April 22, 2026 – 7:00 pm
1st Floor Boardroom and via Zoom

Present:

Chairperson	K. Hamaguchi
Vice Chairperson	H. Larson
Trustee	R. Belleza
Trustee	D. Sargent
Trustee	D. Tabolotney
Trustee	A. Wong
Trustee	D. Yang
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Superintendent	C. Brautigam
Assistant Superintendent	R. Laing
Assistant Superintendent	M. Naser
Assistant Superintendent	B. Thompson
Executive Director, Human Resources	T. Major
Director, Communications & Marketing	D. Sadler
Executive Assistant (Recording Secretary)	T. Lee

The Chairperson called the meeting to order at 6:58 pm.

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

1. Recognition of Visitors, Announcements, Trustees' Updates

(a) **Recognition of Visitors**

Nil.

(b) **Announcements**

Trustee Wong: Tonight we will be providing partner group representatives and members of the public an opportunity to speak directly to Trustees on their budget priorities. We will be using a portion of tonight's Board meeting for a Budget Committee of the Whole. During the Committee of the Whole, we will receive presentations and briefs on the budget or if you have comments or questions, you can email them to boardmeetings@sd38.bc.ca

I would also encourage you to visit our Budget Process webpage to access information on our budget as well as submit your budget feedback.

Trustee Larson: April 28 is the National Day of Mourning, a day to remember and honour those who have lost their lives or have been injured due to workplace accidents. As a mark of respect, flags are flown at half-mast, and ceremonies are held across the country and around the world.

This day also serves as a reminder for us to renew our commitment to creating safer workplaces for all employees. Let's continue to work together to ensure that every worker returns home safely at the end of their workday.

Trustee Yang: Mental Health Week in Canada takes place from May 4 to 10, 2026. This year's theme, "Come Together, Canada," focuses on the importance of social connection in supporting mental health. Led by the Canadian Mental Health Association, the week also aims to reduce stigma and encourage open conversations.

In Richmond, schools support mental health by helping students and staff understand how to take care of their well-being, recognize when something may be wrong, and know where to go for support. Mental Health Week is one way this work is highlighted and supported for students and staff.

Trustee Sargent: May is an opportunity to recognize both Asian and Jewish heritage months. Our schools acknowledge the contributions and cultures of these communities through learning activities that help students better understand different histories and perspectives. This work helps build respect and awareness across the school community, while creating environments where all students feel a sense of belonging and connection.

(i) **New City Centre School Name**

The Chairperson announced that the new elementary school located at 8671 Odlin Crescent will be named City Centre Elementary School. He noted that the name reflects the school's location within Richmond's City Centre and was selected through a formal naming process involving a School Naming Committee and a public consultation period held from September to December 2025.

He thanked students, families, staff, and community members for their participation and input, and expressed appreciation for their contributions to the process.

He then invited Trustee Tabolotney, Chairperson of the School Naming Committee, along with other Committee members, to comment on the naming process and thanked the Committee for its work.

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

The Secretary Treasurer noted that all materials had been made available to the public on the District website, with the exception of two budget briefs received after the submission deadline, and advised that they would be posted following the Board meeting.

2. Adoption of Agenda

052/2026 MOVED BY H. LARSON AND SECONDED D. YANG:

THAT the Wednesday, April 22, 2026 regular agenda of the Board of Education be adopted as circulated.

CARRIED

3. Presentations, Briefs, Special Recognition

(a) Presentations

Welcome to Kindergarten Resource

The Assistant Superintendent Naser introduced staff and student collaborators involved in the "Welcome to Kindergarten" project. The presentation included two Grade 12 students from Steveston-London Secondary, who contributed as cover and Heron artists, along with district staff including the Early Learning & Outdoor Learning Teacher Consultant, a school principal, and District Administration staff in Early Learning and the Arts.

Trustees thanked the presenters for their work. The staff and student artists responded to trustees' questions regarding the artwork creation process.

(b) Briefs

Nil.

(c) Special Recognition

Nil.

4. Questions from the Public

The Secretary Treasurer responded to a question from Mr. Billings, a representative of the Richmond District Parents Association (RDPA), regarding the capital projects approved by the Ministry of Infrastructure.

5. Executive

The Superintendent highlighted that the District continues to be a high-performing public education system, and outlined the 2026/27 budget context, including financial pressures and declining enrollment.

He noted that staffing adjustments are required to balance the budget in accordance with provincial requirements and District budget processes, with recommendations to be considered by the Board in May.

6. **Approval of Minutes of Prior Meetings**

(a) A record of an in-camera meeting of the board held Wednesday, March 11, 2026 was included for information.

(b) Regular meeting of the board held Wednesday, March 11, 2026

053/2026 MOVED BY D. SARGENT AND SECONDED BY R. BELLEZA:

THAT the Board of Education approve the Minutes of Wednesday, March 11, 2026 regular meeting as circulated.

CARRIED

7. **Business Arising from Prior Minutes**

(a) **2026/27 Annual Budget Update**

054/2026 MOVED BY A. WONG AND SECONDED BY D. YANG:

THAT the Board of Education move into a committee of the whole to allow for all members of the public in attendance to have the opportunity to participate in the discussion on the 2026/27 annual budget and that the Superintendent facilitate the discussion.

CARRIED

The Superintendent assumed the role of Chair and asked the Secretary Treasurer to speak to her Budget Report as attached to the agenda package.

The Secretary Treasurer presented her report, highlighting the 2026/27 Budget process and noting that the budget strategies are included in the agenda package.

The Superintendent then called on Partner Group Representatives to present their budget briefs to the Board:

1. Liz Baverstock, President, Richmond Teachers' Association (RTA)

   Ms. Baverstock highlighted budget challenges facing the District, including declining enrollment and ongoing underfunding. She emphasized concerns with proposed cuts to education services, particularly reductions to specialized roles supporting vulnerable and priority students.

   She emphasized the mismatch between decreasing enrollment and increasing student needs, and the potential impacts on student learning, inclusion, and staff workload and well-being. She noted concerns regarding program changes and school-based budget pressures, and expressed concern regarding the proposed cuts.

She then responded to questions from trustees regarding the role of the mental health consultant and changes to the ELL delivery model, and their impact on service delivery and student support.

2. Stacey Robinson, President, Canadian Union of Public Employees (CUPE) Local 716

   Ms. Robinson presented on the proposed elimination of the Help Desk Analyst position. She emphasized the importance of IT support services in maintaining district operations and supporting students, staff, and families, and expressed concern regarding the potential impact of the proposed cut. She was joined by Tech Services staff representatives, Ms. Faridkot and Ms. Devitt, who provided further details regarding the Help Desk Analyst role and its functions.

   They then responded to questions from trustees regarding the role and functions of the Help Desk Analyst.

3. Mr. Billings, RDPA Representative

   Mr. Billings commented on the District's fundraising policy and suggested the District consider a more coordinated or updated approach to fundraising, referencing practices in other districts, while acknowledging constraints related to core funding responsibilities.

4. Mr. Chow, Tech Services Staff Member

   Mr. Chow provided information regarding the role of the Help Desk Analyst and broader IT support functions. He emphasized the importance of the help desk as a front-line service for resolving technology issues and supporting timely service delivery across the District. He noted concerns that the proposed reduction in staffing could negatively impact response times and service capacity.

The Superintendent turned the Chair over to Trustee Hamaguchi. Trustee Hamaguchi assumed the Chair.

Trustee Yang commented on the budget process, noting concerns regarding the budget, requested further information on operational reserves, and committed to continued engagement in the process.

055/2026 MOVED BY R. BELLEZA AND SECONDED BY D. SARGENT:

THAT the Board of Education rise and report from the committee of the whole discussion on the 2026/27 annual budget.

CARRIED

Trustees thanked everyone for attending and participating in tonight's discussions. The Secretary Treasurer responded to a trustee's question regarding the budget process, outlining the District's engagement with education partner groups through the Budget Advisory Working Group. She noted that it includes review of budget assumptions, enrollment, and financial projections, and emphasized that it is comprehensive and inclusive.

056/2026 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT the Board of Education refer all partner groups' input and feedback to the budget process.

CARRIED

(b) **2026/27 Capital Bylaw – Three Readings**

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

There was unanimous consensus that three readings of the 2026/27 Capital Bylaw take place.

The Chairperson then read the first reading of the 2026/27 Capital Bylaw in full:

CAPITAL BYLAW NO. 2026/27-CPSD38-01
CAPITAL PLAN 2026/27

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 38 (*Richmond*) (hereinafter called the "Board") has submitted a capital plan to the Minister of Infrastructure (hereinafter called the "Minister") and the Minister has approved the capital plan,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

(a) Authorize the Secretary-Treasurer to execute a capital project funding agreement related to the capital projects contemplated by the capital plan;

(b) Upon ministerial approval to proceed, commence the capital projects and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;

(c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital projects; and,

(d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital projects, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2026/27 Capital Plan as approved by the Minister, to include the supported capital projects specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 27, 2026, is hereby adopted.

2. This Capital Bylaw may be cited as ***School District No. 38 (Richmond)* Capital Bylaw No. 2026/27-CPSD38-01.**

057/2026 FIRST READING MOVED BY A. WONG AND SECONDED BY H. LARSON:

CARRIED

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

THAT the Board of Education (Richmond) approve CAPITAL BYLAW No. 2026/27-CPSD38-01. Through the Bylaw, the Board agrees to authorize the Secretary Treasurer to execute the Annual Program Funding Agreement, and to proceed the approved projects diligently according to all applicable laws, regulations and Ministry policies.

A trustee expressed concern regarding the change from an electric bus to a conventional replacement and broader sustainability implications, and the Secretary Treasurer noted that it is a Ministry-approved Type C replacement currently being procured, with cost to be determined.

058/2026 SECOND READING MOVED BY D. SARGENT AND SECONDED BY D. YANG:

CARRIED

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

THAT the Board of Education (Richmond) approve CAPITAL BYLAW No. 2026/27-CPSD38-01. Through the Bylaw, the Board agrees to authorize the Secretary Treasurer to execute the Annual Program Funding Agreement, and to proceed the approved projects diligently according to all applicable laws, regulations and Ministry policies.

059/2026 THIRD AND FINAL READING MOVED BY R. BELLEZA AND SECONDED BY D. TABOLOTNEY:

CARRIED

The 2026/27 Capital Bylaw having been read a first, second and third time, is passed and adopted this 22nd day of April 2026.

(c) **RECOMMENDATION – Board Approved Bus Riders for 2026/27 School Year**

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

060/2026 MOVED BY D. YANG AND SECONDED BY A. WONG:

THAT bus service for those students at schools served by the district's transportation system, for whom safety concerns for travel to and from school have been identified, continue for the 2026/27 school year;

AND FURTHER THAT the Superintendent and designate review transportation service in accordance with Policy 522 and 522-R.

CARRIED

8. New Business

(a) 2026/27 School Site Acquisition Charge Bylaw

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

There was unanimous consensus that three readings of the 2026/27 School Site Acquisition Charge (SSAC) Bylaw take place.

The Chairperson then read the first reading of the 2026/27 SSAC Bylaw in full:

SSAC BYLAW NO. 2026-1 TO SET THE 2026/27 SCHOOL SITE ACQUISITION CHARGE

WHEREAS, School District No. 38 (Richmond) (hereafter called the "Board") is an eligible school district pursuant to Division 20 of the Local Government Act for which the Board has indicated an eligible school site requirements in its approved 2026/27 Five-Year Capital Plan;

AND WHEREAS, the Board submitted its eligible school site requirement pursuant in its capital plan to the Ministry of Infrastructure after the Board consulted with and received approval from each local government within the School District pursuant to the Local Government Act;

AND WHEREAS, the site acquisition component of the 2026/27 Five-Year Capital Plan for School District No. 38 (Richmond) was approved by the Minister of Infrastructure on the 27th day of March, 2026 with the Minister requiring that the School Site Acquisition Charge Capital Bylaw be adopted by the Board within 60 days;

NOW THEREFORE, the Board enacts as follows:

1. This bylaw may be cited as School District No. 38 (Richmond) Capital Bylaw to set the 2026/27 School Site Acquisition Charge.
2. "Eligible Development" means
   (a) A subdivision of land in School District No. 38 (Richmond); or
   (b) Any new construction, alteration, or extension in School District No. 38 that increases the number of self-contained units on a parcel.
3. Pursuant to Division 10.1 of the Local Government Act, the Board establishes the charges applicable to the prescribed categories of eligible development for the School District in accordance with the following formula:

$$SSAC = [(A \times B) / C] \times D$$

Where	SSAC =	the school site acquisition charge applicable to each prescribed category of eligible development
	A =	$30,000,000 (the approved value of land required to meet the Boards eligible school site requirements)
	B =	35 percent [pursuant to Section 937.5(1)]
	C =	15,700 (the number of approved eligible development units); and
	D =	a factor set by provincial regulation for each prescribed category of eligible development.

4. The school site acquisition charges applicable to the categories of eligible development as prescribed by BC Regulation 17/00 for the School District are set out in the table below:

Prescribed Category of Eligible Development (BC Reg 17/00)	**D (Factor set by BC Reg 17/00)**	**School Site Acquisition Charge SSAC = [(A x B) / C] x D** *(The SSAC rate is capped at maximum allowed pursuant to Provincial Regulations)*
Low Density (< 21 units/ha)	1.25	$1,000 per unit
Medium Low Density (21-50 units/ha)	1.125	$900 per unit
Medium Density (51-125 units/ha)	1.000	$800 per unit
Medium High Density (126-200 units/ha)	0.875	$700 per unit
High Density (> 200 units/ha)	0.750	$600 per unit

5. The school site acquisition charge does not come into effect until 60 days after the adoption of the bylaw or as regulated by the Province.

061/2026 FIRST READING MOVED BY A. WONG AND SECONDED BY H. LARSON:

CARRIED

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

The SSAC Bylaw No. 2026-1 to set the School Site Acquisition Charge for 2026/27 are adopted to approve the annual Eligible School Site Proposal in accordance with the Local Government Act.

Discussion then ensued regarding the Site Acquisition Charge (SAC) process, including its annual rate-setting and legislative framework. Trustees sought clarification on the current rate and timing of review, and the Secretary Treasurer confirmed the annual process and agreed to bring forward further information in a future report.

062/2026 SECOND READING MOVED BY D. YANG AND SECONDED BY D. SARGENT:

CARRIED

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

The SSAC Bylaw No. 2026-1 to set the School Site Acquisition Charge for 2026/27 are adopted to approve the annual Eligible School Site Proposal in accordance with the Local Government Act.

063/2026 THIRD AND FINAL READING MOVED BY R. BELLEZA AND SECONDED BY D. TABOLOTNEY:

CARRIED

The 2026/27 SSAC Bylaw having been read a first, second and third time, is passed and adopted this 22nd day of April 2026.

9. Questions from the Public

Liz Baverstock, President of the RTA, commented on the budget process and requested consideration be given to extending the length of the final Budget Advisory Working Group meeting. She expressed concern regarding the short timelines between budget information sharing and decision-making, and the impact on meaningful engagement.

10. Standing Committee Reports

(a) **Audit Committee**
Chairperson: Rod Belleza
Vice Chairperson: David Yang

The next meeting is scheduled for Tuesday, May 5, 2026.

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

(i) Minutes of the meeting held on February 11, 2026, were attached for information.

A meeting was held on Wednesday, April 15, 2026. The next meeting is scheduled for Wednesday, April 15, 2026, at 6:00 pm.

(c) **Facilities and Building Committee**
Chairperson: Ken Hamaguchi
Vice Chairperson: Debbie Tabolotney

(ii) Minutes of the meeting held on March 4, 2026, were attached for information.

A meeting was held on Wednesday, April 1, 2026. The next meeting is scheduled for Wednesday, May 6, 2026, at 4:30 pm.

(d) **Finance and Legal Committee**
Chairperson: Alice Wong
Vice Chairperson: Donna Sargent

(i) **RECOMMENDATION**: Trustee Expenses for the Three Months Ended March 31, 2026.

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

064/2026 MOVED BY A. WONG AND SECONDED BY H. LARSON:

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 March 31, 2026, in the amount of $7,177.92.

CARRIED
NEGATIVE: D. YANG

(ii) Minutes of the meeting held on February 11, 2026, were attached for information.

A meeting was held on Wednesday, April 15, 2026. The next meeting is scheduled for Wednesday, May 13, 2026, at 10:00 am.

(e) **Policy Committee**
Chairperson: Debbie Tabolotney
Vice Chairperson: Heather Larson

(i) **Policy 701.12-G: School Opening Ceremony**

The Committee Chairperson spoke to the report as included in the agenda package and highlighted the Administrative Guidelines for School Opening Ceremony.

(ii) Minutes of the meeting held on February 9, 2026, were attached for information.

A meeting was held on Monday, April 13, 2026. The next meeting is scheduled for Monday, May 11, 2026, at 11:00 am.

11. Board Committee and Representative Reports

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

The next meeting will be held on April 29, 2026 at 9:30 am.

(b) **BCSTA**

Trustee Wong noted the BCSTA AGM 2026 was held on April 9-11, 2026.

Trustee Yang thanked trustees for supporting the motion submitted to the BCSTA AGM requesting that the Province address the ELL 5-year funding gap. He noted that the motion was adopted by the membership and indicated that advocacy on the issue will continue.

Trustee Sargent provided highlights from the AGM, including the Indigenous-focused pre-conference and keynote speakers, and noted that 32 motions were debated and passed. She emphasized the value of the discussions and encouraged the public to review the motions on the BCSTA website.

(c) **BCPSEA**

Nil.

12. Correspondence

(a) For action:

Correspondence from CUPE Local 716 dated April 2, 2026 regarding National Day of Mourning on April 28, 2026.

065/2026 MOVED BY H. LARSON AND SECONDED BY D. YANG:

WHEREAS the Board of Education wishes to express support to CUPE Local 716 for their desire to recognize death and injury of workers on the job;

BE IT RESOLVED THAT the Board of Education officially recognize April 28th as the National Day of Recognition for Workers Killed or Injured on the Job with a one-minute cessation of work at 11 am on Tuesday, April 28, 2026;

AND FURTHER THAT flags in the district be lowered to half-mast on that day.

CARRIED

(b) For information:

Nil.

13. Adjournment

066/2026 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:

THAT the regular meeting of Wednesday, April 22, 2026 of the Board of Education be adjourned at 9:36 pm.

CARRIED

____
K. HAMAGUCHI
Chairperson

____
C. WANG
Secretary Treasurer

RICHMOND
SCHOOL DISTRICT NO. 38

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

Date: May 20, 2026

From: Cindy Wang, Secretary Treasurer

Subject: **Record of an In-camera Special Board Meeting held May 11, 2026**

The Board of Education School District No. 38 (Richmond) would like to report that the following was discussed at an in-camera special meeting of the Board held May 11, 2026.

(a)	Briefs and Presentations:	Nil.
(b)	Executive:	Nil.
(c)	Business Arising out of Minutes:	Administrative items were discussed.
(d)	New Business:	Nil.
(e)	Standing Committee Reports:	Nil.
(f)	Board Committee and Representative Reports:	Nil.
(g)	Correspondence:	Nil.
(h)	Record of Disclosure:	Nil.

Below find an excerpt from Board Policy which outlines those matters that constitute In-Camera material.

Pursuant to Board Policy 201, unless otherwise determined by the Board, the following matters shall be considered in-camera;

To protect individual privacy and the Board's own position, in-camera meetings may be conducted to discuss issues such as:

- individual student matters;
- individual employee matters;
- legal concerns;
- negotiating collective agreements;
- negotiating contracts;
- the sale or purchase of land.

Trustees will not disclose to the public or employees the proceedings of an in-camera session unless a resolution has been passed at the closed meeting to allow such disclosure.

RICHMOND
SCHOOL DISTRICT NO.38

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

Board of Education

Special Public Meeting Minutes

Monday, May 11, 2026 – 5:30 pm
1st Floor Boardroom and via Zoom

Present:

Chairperson	K. Hamaguchi
Vice Chairperson	H. Larson
Trustee	R. Belleza
Trustee	D. Sargent
Trustee	D. Tabolotney
Trustee	D. Yang
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Superintendent	C. Brautigam
Assistant Superintendent	R. Laing
Assistant Superintendent	M. Naser
Assistant Superintendent	B. Thompson
Executive Director, Human Resources	T. Major
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

Trustee	A. Wong

The Chairperson called the meeting to order at 5:39 pm.

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. Adoption of Agenda

071/2026 MOVED BY D. YANG AND SECONDED H. LARSON:

THAT the Monday, May 11, 2026 special public agenda of the Board of Education be adopted as circulated.

CARRIED

2. Business Arising from Prior Minutes

(a) **MOTIONS**

(i) **Amendment to Draft 2026/27 Annual Budget – Mental Health and School Psychologist**

Trustee Yang spoke to his report as included in the agenda package and provided rationale for the motion.

072/2026 **MOVED BY D. YANG AND SECONDED H. LARSON:**

THAT the Board of Education amend the draft 2026/27 Annual Budget to reverse the proposed budget adjustments of Teacher Consultant - Mental Health (1.0 FTE) and School Psychologist (0.2 FTE);

AND FURTHER THAT the Board allocate $153,000 from operating surplus or contingency reserve to fund the amendment.

Discussion ensued regarding the motion, including the impact of proposed staffing changes on student supports and service delivery, and alignment with district priorities.

A trustee stated they would not support the amendments, noting concerns regarding budget impacts and alignment with district priorities.

Following discussion, trustees voted on the motion.

CARRIED
NEGATIVE: D. SARGENT, D. TABOLOTNEY

Amendment to Draft 2026/2027 Annual Budget – District Inquiry Grant

Trustee Yang spoke to his report as included in the agenda package.

073/2026 **MOVED BY D. YANG AND SECONDED H. LARSON:**

THAT the Board of Education amend the draft 2026/27 Annual Budget to allocate $20,000 from operating surplus or contingency reserve for the District Inquiry Grant.

Discussion ensued regarding the motion, including its funding source, alignment with district priorities, and whether it was necessary given existing commitments.

Following discussion, trustees voted on the motion.

DEFEATED
NEGATIVE: K. HAMAGUCHI, D. SARGENT, D. TABOLOTNEY

(b) **MOTION – Helpdesk Analyst Position Retention**

Trustee Belleza spoke to his report as included in the agenda package and provided rationale to the motion.

074/2026 **MOVED BY R. BELLEZA AND SECONDED H. LARSON:**

THAT the Richmond Board of Education amend the 2026/27 Annual Budget to retain Helpdesk Analyst position with 1.0 FTE;

AND FURTHER THAT the Richmond Board of Education allocate $92,000 from the unrestricted Board Reserve to fund this position.

Discussion ensued regarding the motion, including the position's role in supporting district operations and user needs, operational restructuring, and sustainability concerns. Following discussion, trustees voted.

CARRIED
NEGATIVE: D. SARGENT, D. TABOLOTNEY

(c) **MOTION – Retention of District Administrator Position (DEI, Indigenous Success, and Student Voice)**

Trustee Larson spoke to her report as included in the agenda package and provided rationale for the motion.

075/2026 **MOVED BY H. LARSON AND SECONDED D. YANG:**

THAT the Board of Education amend the draft 2026/27 Annual Budget to retain the current District Administrator position for DEI initiatives, supervision of Indigenous Success staff, and student voice (1.0 FTE);

AND FURTHER THAT the Board allocate $223,000, from operating surplus or contingency reserve to fund the amendment.

Discussion ensued regarding the motion, including the position's role in supporting district priorities and operations, and concerns related to budget pressures and fiscal sustainability. Following discussion, trustees voted on the motion.

DEFEATED
NEGATIVE: K. HAMAGUCHI, D. SARGENT, D. TABOLOTNEY

(d) 2026/27 Annual Budget Strategies were attached for information.

3. Adjournment

076/2026 **MOVED BY D. YANG AND SECONDED BY D. TABOLOTNEY:**

THAT the special public meeting of Monday, May 11, 2026 of the Board of Education be adjourned at 7:10 pm.

CARRIED

____
K. HAMAGUCHI
Chairperson

____
C. WANG
Secretary Treasurer

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

Report to the Board of Education (Public)

Date: May 20, 2026

From: Cindy Wang, Secretary Treasurer

Subject: **2026/27 Annual Budget Bylaw**

RECOMMENDATION

THAT the Board of Education (the Board) approve the 2026/27 Annual Budget Bylaw by way of three readings.

AND FURTHER THAT the Board authorize the Chairperson of the Board, Superintendent and Secretary Treasurer to sign and submit the 2026/27 Annual Budget to the Ministry of Education and Child Care before June 30, 2026.

BACKGROUND

Under the School Act and the Ministry of Education and Child Care's K–12 Public School Financial Reporting framework, boards of education are required to adopt a balanced annual budget that supports prudent financial management, long-term sustainability and effective stewardship of public resources. A balanced budget ensures that operating revenues, together with available accumulated operating surplus and reserves, are sufficient to fund operating expenditures, capital investments and any planned recovery of prior-year operating shortfalls.

The 2026/27 Annual Budget has been prepared in accordance with Public Sector Accounting Board (PSAB) standards, the Budget Transparency and Accountability Act of British Columbia, and related Treasury Board regulations governing financial reporting and accountability within the public sector.

Development of the 2026/27 Annual Budget was informed by an engagement process involving education partners, guided by the Board's established budget principles and strategic priorities. Budget decisions were developed through careful consideration of educational priorities, operational requirements, enrolment trends and long-term financial sustainability.

The budget continues to reflect the District's commitment to supporting student success and well-being through the delivery of high-quality public education, while maintaining responsible fiscal stewardship and organizational sustainability in an increasingly complex operating environment.

BUDGET OVERVIEW

The consolidated annual budget for the 2026/27 school year is estimated at approximately $381 million, consisting of $285 million in the operating fund, $70 million in the special purpose fund and $26 million in the capital fund.

Consistent with the District's strategic priorities, the majority of operating expenditures continue to be directed toward classroom instruction and student support services. Approximately $242 million, or 85% of the operating budget, is allocated to instructional programs and services that directly support student learning and well-being. The remaining operating expenditures support facilities and technology operations and maintenance ($32.5 million, or 11%), district administration ($9 million, or 3%), and student transportation services ($1.5 million, or 1%).

The District receives approximately 94% of its operating revenue from the Ministry of Education and Child Care. For 2026/27, operating grant revenue is projected at approximately $270 million based on projected student enrolment and the best available information at the time of budget development. Actual grant revenue will be adjusted following enrolment verification as of September 30, 2026. Additional operating revenue sources include international education tuition, facility rentals and investment income, which continue to support district operations and educational programming.

For the 2026/27 school year, the District is projecting an operating budget shortfall of approximately $4.2 million. The projected shortfall is primarily attributable to declining enrolment in both domestic and international student populations, together with sustained inflationary pressures and rising unfunded operating and compensation costs.

BUDGET STRATEGIES

The 2026/27 Annual Budget has been developed to maintain a strong focus on student learning while supporting long-term financial sustainability and organizational effectiveness.

In response to ongoing fiscal pressures and changing enrolment patterns, the District continues to undertake careful reviews of operations, staffing and resource allocation to ensure expenditures remain aligned with enrolment, operational requirements and strategic priorities. This work is guided by a commitment to minimizing impacts on classrooms and maintaining core educational programs and supports for students.

The District's budget strategies continue to reflect two overarching priorities:

1. **Focus on the Learners**: Continue supporting high-quality, inclusive and responsive educational opportunities for all students through implementation of the Strategic Plan 2026-2030.

2. **Strengthen Organizational Effectiveness**: Support long-term financial sustainability through responsible stewardship, resource allocation adjusted to align with student enrolment and service requirements, and continuous operational review to enhance organizational effectiveness.

Additional details regarding the District's financial plan, budget assumptions, expenditure strategies and risk management considerations are outlined in the Fiscal Plan accompanying this report.

CONCLUSION

The 2026/27 Annual Budget reflects the District's continued commitment to supporting student achievement, well-being and inclusive learning environments while maintaining responsible fiscal stewardship and long-term sustainability.

Despite ongoing fiscal and operational pressures, the District remains focused on aligning resources with the Board's strategic priorities and preserving high-quality educational programs and services for students. Through disciplined financial management and thoughtful long-range planning, the District continues to position itself to respond to emerging challenges while supporting stable and sustainable operations across the system.

Cindy Wang
Secretary Treasurer, MSc, CPA-CA

Attachments:
- 2025/26 Annual Budget Bylaw
- 2025/26 Annual Budget Financial Statements
- Fiscal Plan 2026/27 – 2028/29

Annual Budget

School District No. 38 (Richmond)

June 30, 2027

School District No. 38 (Richmond)
June 30, 2027

Table of Contents

*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 38 (RICHMOND)
(called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2026/2027 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 Annual Budget adopted by this bylaw.

2. This bylaw may be cited as School District No. 38 (Richmond) Annual Budget Bylaw for fiscal year 2026/2027.

3. The attached Statement 2 showing the estimated revenue and expense for the 2026/2027 fiscal year and the total budget bylaw amount of $380,672,210 for the 2026/2027 fiscal year was prepared in accordance with the *Act* .

4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2026/2027.

READ A FIRST TIME THE 20th DAY OF MAY, 2026;

READ A SECOND TIME THE 20th DAY OF MAY, 2026;

READ A THIRD TIME, PASSED AND ADOPTED THE 20th DAY OF MAY, 2026;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 38 (Richmond)
Annual Budget Bylaw 2026/2027, adopted by the Board the 20th DAY OF MAY, 2026.

Secretary Treasurer

School District No. 38 (Richmond)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	**22,275.506**	22,508.875
Adult	**52.250**	52.063
Other	**816.750**	816.750
Total Ministry Operating Grant Funded FTE's	**23,144.506**	23,377.688
Revenues	**$**	$
Provincial Grants		
Ministry of Education and Child Care	**330,519,793**	323,583,097
Other	**62,800**	62,800
Federal Grants	**1,158,359**	1,232,231
Tuition	**13,741,735**	14,681,735
Other Revenue	**9,305,583**	9,629,225
Rentals and Leases	**1,947,200**	1,813,749
Investment Income	**1,457,701**	1,739,516
Amortization of Deferred Capital Revenue	**14,041,419**	13,338,775
Total Revenue	**372,234,590**	366,081,128
Expenses		
Instruction	**309,764,569**	304,422,892
District Administration	**9,732,560**	9,594,264
Operations and Maintenance	**54,034,896**	53,139,075
Transportation and Housing	**1,912,358**	1,930,569
Debt Services	**147,509**	213,318
Total Expense	**375,591,892**	369,300,118
Net Revenue (Expense)	**(3,357,302)**	(3,218,990)
Budgeted Allocation (Retirement) of Surplus (Deficit)	**245,000**	
Budgeted Surplus (Deficit), for the year	**(3,112,302)**	(3,218,990)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	**(3,112,302)**	(3,218,990)
Budgeted Surplus (Deficit), for the year	**(3,112,302)**	(3,218,990)

School District No. 38 (Richmond)

Annual Budget - Revenue and Expense
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	**285,070,235**	276,411,161
Special Purpose Funds - Total Expense	**68,919,205**	71,829,905
Special Purpose Funds - Tangible Capital Assets Purchased	**908,221**	903,791
Capital Fund - Total Expense	**21,602,452**	21,059,052
Capital Fund - Tangible Capital Assets Purchased from Local Capital	**4,172,097**	7,538,984
Total Budget Bylaw Amount	**380,672,210**	377,742,893

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed

Signature of the Superintendent	Date Signed

Signature of the Secretary Treasurer	Date Signed

School District No. 38 (Richmond)

Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
	$	$
Surplus (Deficit) for the year	**(3,357,302)**	(3,218,990)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	**(908,221)**	(903,791)
From Local Capital	**(4,172,097)**	(7,538,984)
From Deferred Capital Revenue	**(29,874,843)**	(43,100,838)
From Capital Leases	**(320,000)**	(1,199,003)
Total Acquisition of Tangible Capital Assets	**(35,275,161)**	(52,742,616)
Amortization of Tangible Capital Assets	**21,454,943**	20,845,734
Total Effect of change in Tangible Capital Assets	**(13,820,218)**	(31,896,882)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	**(17,177,520)**	(35,115,872)

School District No. 38 (Richmond)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
	$	$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	**270,310,726**	260,581,632
Other	**62,800**	62,800
Tuition	**13,741,735**	14,681,735
Other Revenue	**857,583**	1,151,225
Rentals and Leases	**1,947,200**	1,813,749
Investment Income	**905,191**	1,120,020
Total Revenue	**287,825,235**	279,411,161
Expenses		
Instruction	**242,210,163**	233,950,881
District Administration	**8,804,330**	8,675,070
Operations and Maintenance	**32,571,233**	32,302,737
Transportation and Housing	**1,484,509**	1,482,473
Total Expense	**285,070,235**	276,411,161
Net Revenue (Expense)	**2,755,000**	3,000,000
Budgeted Prior Year Surplus Appropriation	**245,000**	-
Net Transfers (to) from other funds		
Local Capital	**(3,000,000)**	(3,000,000)
Total Net Transfers	**(3,000,000)**	(3,000,000)
Budgeted Surplus (Deficit), for the year	**-**	-

School District No. 38 (Richmond)

Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
	$	$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	**255,792,617**	257,154,673
Other Ministry of Education and Child Care Grants		
Pay Equity	**2,215,706**	2,215,706
Funding for Graduated Adults	**500,000**	500,000
Student Transportation Fund	**21,608**	21,608
Foundation Skills Assessment (FSA) Scorer Grant	**27,292**	27,292
Labour Settlement Funding	**10,672,585**	-
ICY Clinical Counsellor Funding	**1,080,918**	662,353
Total Provincial Grants - Ministry of Education and Child Care	**270,310,726**	260,581,632
Provincial Grants - Other	**62,800**	62,800
Tuition		
Summer School Fees	**332,850**	332,850
Continuing Education	**1,571,211**	1,571,211
International and Out of Province Students	**11,837,674**	12,777,674
Total Tuition	**13,741,735**	14,681,735
Other Revenues		
Other School District/Education Authorities	**569,890**	555,990
Miscellaneous		
Cafeteria	**286,693**	286,693
Miscellaneous	**1,000**	1,000
Microsoft Class Action Settlement	**-**	307,542
Total Other Revenue	**857,583**	1,151,225
Rentals and Leases	**1,947,200**	1,813,749
Investment Income	**905,191**	1,120,020
Total Operating Revenue	**287,825,235**	279,411,161

School District No. 38 (Richmond)

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
	$	$
Salaries		
Teachers	**119,776,696**	114,688,750
Principals and Vice Principals	**15,672,656**	15,023,415
Educational Assistants	**23,459,543**	23,120,493
Support Staff	**25,862,112**	25,913,723
Other Professionals	**8,186,110**	7,759,236
Substitutes	**12,889,284**	12,508,810
Total Salaries	**205,846,401**	199,014,427
Employee Benefits	**56,921,431**	54,582,113
Total Salaries and Benefits	**262,767,832**	253,596,540
Services and Supplies		
Services	**6,865,981**	7,007,342
Student Transportation	**11,260**	11,260
Professional Development and Travel	**1,450,795**	1,450,795
Rentals and Leases	**317,812**	317,812
Dues and Fees	**163,173**	163,173
Insurance	**897,848**	897,848
Supplies	**7,975,225**	8,636,054
Utilities	**4,620,309**	4,330,337
Total Services and Supplies	**22,302,403**	22,814,621
Total Operating Expense	**285,070,235**	276,411,161

School District No. 38 (Richmond)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2027

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	$	$	$	$	$	$	$
1 Instruction							
1.02 Regular Instruction	94,199,214	2,942,717		1,544,429		9,914,821	**108,601,181**
1.03 Career Programs	249,167			600,559			**849,726**
1.07 Library Services	2,128,417			626,963			**2,755,380**
1.08 Counselling	3,203,580						**3,203,580**
1.10 Inclusive Education	9,369,760		23,295,604	219,905	549,228	1,370,673	**34,805,170**
1.30 English Language Learning	5,454,229			180,995			**5,635,224**
1.31 Indigenous Education	290,462			40,603			**331,065**
1.41 School Administration		12,053,305		5,724,542		317,246	**18,095,093**
1.60 Summer School	1,211,076	152,734	163,939	30,107		47,818	**1,605,674**
1.61 Continuing Education	661,350	339,801		135,987	106,444	474,000	**1,717,582**
1.62 International and Out of Province Students	3,009,441			148,613	862,200	14,260	**4,034,514**
1.64 Other				40,350			**40,350**
Total Function 1	**119,776,696**	**15,488,557**	**23,459,543**	**9,293,053**	**1,517,872**	**12,138,818**	**181,674,539**
4 District Administration							
4.11 Educational Administration				244,788	2,499,075	13,626	**2,757,489**
4.40 School District Governance					246,041		**246,041**
4.41 Business Administration		184,099		1,096,986	2,072,423	2,256	**3,355,764**
Total Function 4	**-**	**184,099**	**-**	**1,341,774**	**4,817,539**	**15,882**	**6,359,294**
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				250,559	1,850,699	1,077	**2,102,335**
5.50 Maintenance Operations				13,251,976		607,023	**13,858,999**
5.52 Maintenance of Grounds				992,157			**992,157**
5.56 Utilities							**-**
Total Function 5	**-**	**-**	**-**	**14,494,692**	**1,850,699**	**608,100**	**16,953,491**
7 Transportation and Housing							
7.70 Student Transportation				732,593		126,484	**859,077**
Total Function 7	**-**	**-**	**-**	**732,593**	**-**	**126,484**	**859,077**
9 Debt Services							
Total Function 9	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Functions 1 - 9	**119,776,696**	**15,672,656**	**23,459,543**	**25,862,112**	**8,186,110**	**12,889,284**	**205,846,401**

School District No. 38 (Richmond)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2027

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2027 Annual Budget	2026 Amended Annual Budget
	$	$	$	$	$	$
1 Instruction						
1.02 Regular Instruction	**108,601,181**	30,118,369	**138,719,550**	4,882,678	**143,602,228**	135,838,648
1.03 Career Programs	**849,726**	236,360	**1,086,086**	451,955	**1,538,041**	1,517,431
1.07 Library Services	**2,755,380**	766,436	**3,521,816**	378,521	**3,900,337**	3,976,464
1.08 Counselling	**3,203,580**	891,107	**4,094,687**	7,287	**4,101,974**	3,798,663
1.10 Inclusive Education	**34,805,170**	9,681,401	**44,486,571**	745,213	**45,231,784**	43,826,492
1.30 English Language Learning	**5,635,224**	1,567,493	**7,202,717**	35,762	**7,238,479**	8,694,985
1.31 Indigenous Education	**331,065**	92,089	**423,154**	89,347	**512,501**	574,178
1.41 School Administration	**18,095,093**	5,033,328	**23,128,421**	461,461	**23,589,882**	22,948,037
1.60 Summer School	**1,605,674**	307,264	**1,912,938**	34,346	**1,947,284**	1,869,456
1.61 Continuing Education	**1,717,582**	330,322	**2,047,904**	169,542	**2,217,446**	2,155,285
1.62 International and Out of Province Students	**4,034,514**	1,212,357	**5,246,871**	3,021,109	**8,267,980**	8,689,111
1.64 Other	**40,350**	11,224	**51,574**	10,653	**62,227**	62,131
Total Function 1	**181,674,539**	**50,247,750**	**231,922,289**	**10,287,874**	**242,210,163**	233,950,881
4 District Administration						
4.11 Educational Administration	**2,757,489**	767,023	**3,524,512**	215,528	**3,740,040**	3,742,969
4.40 School District Governance	**246,041**	18,478	**264,519**	233,149	**497,668**	508,957
4.41 Business Administration	**3,355,764**	933,439	**4,289,203**	277,419	**4,566,622**	4,423,144
Total Function 4	**6,359,294**	**1,718,940**	**8,078,234**	**726,096**	**8,804,330**	8,675,070
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	**2,102,335**	584,785	**2,687,120**	1,255,272	**3,942,392**	3,890,959
5.50 Maintenance Operations	**13,858,999**	3,855,017	**17,714,016**	4,743,358	**22,457,374**	22,532,634
5.52 Maintenance of Grounds	**992,157**	275,978	**1,268,135**	283,023	**1,551,158**	1,548,807
5.56 Utilities	**-**		**-**	4,620,309	**4,620,309**	4,330,337
Total Function 5	**16,953,491**	**4,715,780**	**21,669,271**	**10,901,962**	**32,571,233**	32,302,737
7 Transportation and Housing						
7.70 Student Transportation	**859,077**	238,961	**1,098,038**	386,471	**1,484,509**	1,482,473
Total Function 7	**859,077**	**238,961**	**1,098,038**	**386,471**	**1,484,509**	1,482,473
9 Debt Services						
Total Function 9	**-**	**-**	**-**	**-**	**-**	-
Total Functions 1 - 9	**205,846,401**	**56,921,431**	**262,767,832**	**22,302,403**	**285,070,235**	276,411,161

School District No. 38 (Richmond)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2027

	2027 Annual Budget	2026 Amended Annual Budget
	$	$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	**60,209,067**	63,001,465
Federal Grants	**1,158,359**	1,232,231
Other Revenue	**8,448,000**	8,478,000
Investment Income	**12,000**	22,000
Total Revenue	**69,827,426**	72,733,696
Expenses		
Instruction	**67,554,406**	70,472,011
District Administration	**928,230**	919,194
Operations and Maintenance	**436,569**	438,700
Total Expense	**68,919,205**	71,829,905
Net Revenue (Expense)	**908,221**	903,791
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	**(908,221)**	(903,791)
Total Net Transfers	**(908,221)**	(903,791)
Budgeted Surplus (Deficit), for the year	**-**	-

School District No. 38 (Richmond)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2027

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	$	$	$	$	$		$	$	$
Deferred Revenue, beginning of year	-	-	1,132,592	5,543,866	-	-	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	834,131	885,430			238,000	93,100	382,342	869,538	5,522,243
Federal Grants									
Other				7,700,000					
Investment Income			30,000						
	834,131	885,430	30,000	7,700,000	238,000	93,100	382,342	869,538	5,522,243
Less: Allocated to Revenue	834,131	885,430	10,000	8,000,000	238,000	93,100	382,342	869,538	5,522,243
Deferred Revenue, end of year	**-**	**-**	**1,152,592**	**5,243,866**	**-**	**-**	**-**	**-**	**-**
Revenues									
Provincial Grants - Ministry of Education and Child Care	834,131	885,430			238,000	93,100	382,342	869,538	5,522,243
Federal Grants									
Other Revenue				8,000,000					
Investment Income			10,000						
	834,131	885,430	10,000	8,000,000	238,000	93,100	382,342	869,538	5,522,243
Expenses									
Salaries									
Teachers							101,449		
Principals and Vice Principals						36,819			
Educational Assistants		730,493			186,960	28,437		400,091	2,424,476
Support Staff									521,382
Other Professionals									432,076
Substitutes							19,000		1,005,990
	-	730,493	-	-	186,960	65,256	120,449	400,091	4,383,924
Employee Benefits		154,937			51,040	17,945	27,898	110,025	993,239
Services and Supplies	70,990		10,000	8,000,000		9,899	233,995	359,422	
	70,990	885,430	10,000	8,000,000	238,000	93,100	382,342	869,538	5,377,163
Net Revenue (Expense) before Interfund Transfers	763,141	-	-	-	-	-	-	-	145,080
Interfund Transfers									
Tangible Capital Assets Purchased	(763,141)								(145,080)
	(763,141)	-	-	-	-	-	-	-	(145,080)
Net Revenue (Expense)	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

School District No. 38 (Richmond)

Schedule 3A

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2027

	Classroom Enhancement Fund - Staffing	Mental Health in Schools	Early Childhood Education Dual Credit Program	ECL Early Care & Learning	Feeding Futures Fund	Health Career Grants	National School Food Program	Provincial Resource Program	Provincial Early Years
	$	$	$	$	$	$	$	$	$
Deferred Revenue, beginning of year	-	-	-	-	-	-	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	46,794,625	48,000		175,000	2,419,057		391,790	994,643	561,168
Federal Grants									
Other									
Investment Income									
	46,794,625	48,000	-	175,000	2,419,057	-	391,790	994,643	561,168
Less: Allocated to Revenue	46,794,625	48,000	-	175,000	2,419,057	-	391,790	994,643	561,168
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	46,794,625	48,000		175,000	2,419,057		391,790	994,643	561,168
Federal Grants									
Other Revenue									
Investment Income									
	46,794,625	48,000	-	175,000	2,419,057	-	391,790	994,643	561,168
Expenses									
Salaries									
Teachers	35,522,302							658,588	209,509
Principals and Vice Principals				147,279					
Educational Assistants									
Support Staff								23,675	37,880
Other Professionals					97,193				
Substitutes	1,253,075								
	36,775,377	-	-	147,279	97,193	-	-	682,263	247,389
Employee Benefits	10,019,248			27,721	26,728			187,623	68,032
Services and Supplies		48,000			2,295,136		391,790	124,757	245,747
	46,794,625	48,000	-	175,000	2,419,057	-	391,790	994,643	561,168
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased									
	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 38 (Richmond)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2027

	Educational Trust Fund	SWIS	TOTAL
	$	$	$
Deferred Revenue, beginning of year	332,732	-	**7,009,190**
Add: Restricted Grants			
Provincial Grants - Ministry of Education and Child Care			**60,209,067**
Federal Grants		1,158,359	**1,158,359**
Other	350,000		**8,050,000**
Investment Income	2,000		**32,000**
	352,000	1,158,359	**69,449,426**
Less: Allocated to Revenue	450,000	1,158,359	**69,827,426**
Deferred Revenue, end of year	**234,732**	**-**	**6,631,190**
Revenues			
Provincial Grants - Ministry of Education and Child Care			**60,209,067**
Federal Grants		1,158,359	**1,158,359**
Other Revenue	448,000		**8,448,000**
Investment Income	2,000		**12,000**
	450,000	1,158,359	**69,827,426**
Expenses			
Salaries			
Teachers			**36,491,848**
Principals and Vice Principals		96,376	**280,474**
Educational Assistants			**3,770,457**
Support Staff		648,741	**1,231,678**
Other Professionals			**529,269**
Substitutes			**2,278,065**
	-	745,117	**44,581,791**
Employee Benefits		239,257	**11,923,693**
Services and Supplies	450,000	173,985	**12,413,721**
	450,000	1,158,359	**68,919,205**
Net Revenue (Expense) before Interfund Transfers	-	-	**908,221**
Interfund Transfers			
Tangible Capital Assets Purchased			**(908,221)**
	-	-	**(908,221)**
Net Revenue (Expense)	**-**	**-**	**-**

School District No. 38 (Richmond)

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2027

	2027 Annual Budget			
	Invested in Tangible Capital Assets	**Local Capital**	**Fund Balance**	2026 Amended Annual Budget
	$	**$**	**$**	$
Revenues				
Investment Income		540,510	**540,510**	597,496
Amortization of Deferred Capital Revenue	14,041,419		**14,041,419**	13,338,775
Total Revenue	**14,041,419**	**540,510**	**14,581,929**	13,936,271
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	21,027,094		**21,027,094**	20,397,638
Transportation and Housing	427,849		**427,849**	448,096
Debt Services				
Capital Lease Interest		147,509	**147,509**	213,318
Total Expense	**21,454,943**	**147,509**	**21,602,452**	21,059,052
Net Revenue (Expense)	**(7,413,524)**	**393,001**	**(7,020,523)**	(7,122,781)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	908,221		**908,221**	903,791
Local Capital		3,000,000	**3,000,000**	3,000,000
Total Net Transfers	**908,221**	**3,000,000**	**3,908,221**	3,903,791
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	4,172,097	(4,172,097)	**-**	
Principal Payment				
Capital Lease	1,191,906	(1,191,906)	**-**	
Total Other Adjustments to Fund Balances	**5,364,003**	**(5,364,003)**	**-**	
Budgeted Surplus (Deficit), for the year	**(1,141,300)**	**(1,971,002)**	**(3,112,302)**	(3,218,990)

Richmond School District

FISCAL PLAN

2026/27 – 2028/29



sd38.bc.ca

RICHMOND
SCHOOL DISTRICT NO.38

Table of Contents

Message from the Board of Education

Board of Education. From top left to right: Ken Hamaguchi, Donna Sargent, David Yang, Heather Larson, Debbie Tabolotney, Alice Wong and Rod Belleza.

The Richmond Board of Education is honoured to serve a vibrant and diverse learning community on the traditional and unceded territories of the hən̓q̓əmin̓əm̓ speaking peoples, and remains committed to supporting equitable and inclusive learning opportunities for all students.

Serving more than 22,000 students across 49 schools, the Richmond School District continues to demonstrate some of the strongest student outcomes within British Columbia's public education system. These outcomes reflect the professionalism and dedication of staff, alongside the continued engagement and support of students, families and community partners.

The 2026/27 Annual Budget has been developed to align resources with the Board's mandate, strategic priorities and governance responsibilities. It reflects a continued commitment to responsible stewardship of public funds while supporting stable, sustainable and high-quality educational services across the District.

The District is operating within a constrained fiscal environment, influenced by shifting student enrolment patterns associated with immigration policy changes, rising operating costs, inflationary pressures, and ongoing funding challenges within the public education sector. For 2026/27, enrolment is projected to decline by approximately one per cent, contributing to additional pressure on the operating budget.

In response, the District has undertaken a thoughtful and responsible review of its operations and expenditures to ensure the budget remains balanced in accordance with provincial requirements. This work prioritizes the protection of core classroom support for students while identifying opportunities to enhance efficiency and strengthen organizational effectiveness in support of long-term financial sustainability.

Despite these fiscal pressures, the District remains focused on sustaining high-quality educational programs and services that support student achievement and well-being. Key priority areas include literacy and numeracy, inclusive education, Indigenous student success, student mental health and well-being, technology modernization, and safe and healthy learning environments.

Overall, the 2026/27 Annual Budget reflects a balanced, forward-looking approach that upholds fiscal responsibility while maintaining a strong focus on the learners and the long-term sustainability of the District.

On behalf of the Board of Education, sincere appreciation is extended to staff, students, families, education partners and community members for their ongoing support and contributions throughout the budget development process. Collectively, the District remains committed to fostering a learning environment where all students can thrive and succeed.

Sincerely,

Ken Hamaguchi, Chairperson
On Behalf of the Board of Education (Richmond)

Executive Summary and Budget Strategies

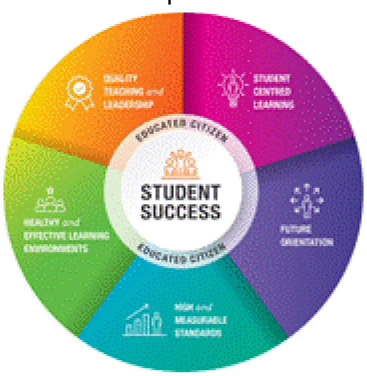
The Richmond School District is a thriving and inclusive learning community dedicated to fostering student success and well-being for all learners. Situated on the traditional and unceded territories of the hənq̓əmin̓əm̓ speaking peoples, the District serves a richly diverse and globally connected population.

The annual budget is developed within a multi-year financial planning framework designed to:

- Sustain the Board's core mandate while responding to fiscal pressures
- Strengthen organizational effectiveness across the District
- Enhance stability and sustainability in resource allocation
- Anticipate emerging challenges and opportunities through proactive planning

Strategic Plan Alignment

The District's Fiscal Plan aligns with the Ministry's core mandate, which is to foster an inclusive, high-quality education system that develops "educated citizens" through intellectual, human, social, and career development.



The fiscal plan also aligns with the District's 2026-2030 Strategic Plan, supporting the Board's priorities for kindergarten to Grade 12 education while ensuring financial sustainability. The Strategic Plan provides the following four priorities:

- Success for All Learners
- Diversity, Equity and Inclusion
- Organizational Effectiveness
- Community and Partnerships

Policy Alignment

The *School Act* and the *Ministry's K-12 Public School Financial Reporting Policy* require boards of education to adopt a balanced annual budget that reflects sound financial stewardship, supports long-term planning, and manages financial risks while maintaining stable services for students. A balanced budget ensures that total revenues, together with available operating surpluses, are sufficient to fund operating costs, local capital asset acquisitions, and any planned reductions of prior-year deficits.

Consistent with these requirements, *Board Policy 631 and Policy 631-R* guide the management of accumulated operating surplus and capital reserves to protect the District's financial position against forecasting uncertainties and unexpected fiscal pressures. Maintaining unrestricted operating surplus, contingency reserve and unrestricted local capital reserves within a range of two to four per cent (2 – 4%) of the annual operating budget provides necessary flexibility to respond to unforeseen situations while supporting ongoing financial sustainability.

BUDGET ASSUMPTIONS AND DISCUSSIONS

General Assumptions

- Compliance with Ministry budget and financial reporting policies and requirements.
- Compliance with board policies on financial management and budgeting processes.
- Budget is built in consultation with education partners.
- Consistent education funding model from the Ministry of Education and Child Care.

Revenue Assumptions

- Ministry operating grant revenue reflects projected enrolment and teacher collective agreement settlement.
- Projected enrolment declines in both domestic and international student population, with slight increase in the number of students requiring level two inclusive education support.
- International tuition revenue decreases slightly due to enrolment decline partially offset by tuition rate increase.
- Facility rental revenue remain stable and rental rates cover direct costs.
- Budget assumptions do not include information related to revenues associated with unionized support staff salary increases, with exempt staff salary adjustment unfunded cost pressure. Financial impacts will be incorporated in the amended budget when information is provided by the Ministry.

Expense Assumptions – Staffing Costs

- Teacher salary increases following the collective bargaining decisions, with teacher step increments as unfunded cost pressure.
- Benefit increases due to rate increases and projected salary increases.
- New city centre school staffing cost increase: administrator, administrative assistant, and custodial services.
- Teaching positions align with collective agreement requirements.
- Educational Assistant position increase to align with students' needs.
- Budget assumptions do not include information related to unionized support staff salary increases, with exempt potential salary adjustment unfunded cost pressure. Expenditure impacts will be incorporated when information is provided by the Ministry.

Expense Assumptions – Supplies and Service Costs

- General inflationary cost increases.
- Utilities rate increases (electricity, natural gas, and water/sewage).
- Cost increase in services and contracts (e.g. insurance, software and licensing fees, and other services).

- Regular local capital transfer to cover the cost of asset replacement and update. Estimate of $3.0M capital transfer for school- and district-funded capital purchases to maintain learning and operational equipment and spaces.

Financial Reserve Projections

- The District anticipates closing the 2025/26 school year with an estimated fund balance of approximately $5.7 million, which includes emergency reserves, unrestricted capital and operating reserves.
- This level aligns with the board policy target of maintaining unrestricted reserves at 2-4% of the total operating budget.

2026/27 Operating Budget Projections

Approximately 94% of the District's operating revenue is provided by the Ministry of Education and Child Care through the provincial K-12 education funding framework. The education funding is primarily driven by the number of funded full time equivalent students (FTE) and the 2026/27 operating grant model remains consistent with the prior year.

For 2026/27, operating grant revenue is projected to be $270 million, based on anticipated student enrolment. Actual funding will be confirmed by the Ministry in the fall based on the actual student enrolment in September 2026. The latest cost of provincial labour settlement will be funded by the Ministry to school districts through targeted special grants.

Consistent with the District's strategic priorities, the majority of operating expenditures continue to be directed toward classroom instruction and student support services. Approximately $242 million, or 85% of the operating budget, is allocated to instructional programs and services that directly support student learning and well-being. The remaining operating expenditures support facilities and technology operations and maintenance ($32.5 million, or 11%), District administration ($9 million, or 3%), and student transportation services ($1.5 million, or 1%).

From an expenditure perspective, staffing costs represent the largest share of District operational costs ($263 million), accounting for approximately 92% of total expenses, including salaries and employee benefits. The remaining expenditures cover supplies, services and other operating requirements ($22 million).

For the 2026/27 school year, the District is projecting an operating budget shortfall of $4.2 million. This gap is driven primarily by a projected decline in student enrolment, combined with rising operating costs. Tuition revenue for Richmond International Education is expected to decrease slightly due to lower enrolment projection, partially offset by increased tuition rates. The operating shortfall also reflects ongoing unfunded cost pressures, including teacher salary step increments, rising employee benefit costs, and inflationary increases in supplies and services.

Budget Strategies

The 2026/27 annual budget strategies are centered around the Board's core mandate, student success, and the continued delivery of strong high-quality learning in the classrooms, while maintaining a stable and sustainable long-term fiscal environment for the District. These strategies are designed to prioritize support for student learning, alongside a commitment to responsible financial stewardship and long-term financial health.

In response to the operating budget shortfall, the District will continue to assess and enhance organizational effectiveness, making thoughtful adjustments to programs and operations as needed, with a focus on supporting student learning as the core priority.

1. Focus on core mandate – continue providing high quality public education for all learners

The District will focus its operations on the Board's core mandate by implementing the Strategic Plan 2026-2030, including:

- Success for All Learners
  - Continue focusing on literacy and numeracy in elementary and secondary schools
  - Continue the support for student mental and physical well-being
- Diversity, Equity and Inclusion
  - Close student achievement gaps
  - Projected increase in Education Assistant allocations to support students with disabilities and diverse abilities

Budget Strategy	Current Context	Impact Assessment
Teacher Allocation	Support student learning and align with collective agreement.	Continue providing staffing allocations based on collective agreement ratios, and the needs of the schools (estimated decrease of positions due to projected enrolment decline; actual may vary pending September 2026 actual enrolment).
Educational Assistant Allocation	Continue to support students with disabilities and diverse abilities.	Continue providing required services to student needs and align with the student enrolment projections (estimated increase of positions based on projected increase in Level Two student enrolment; actual may vary pending September 2026 actual enrolment).
Support Services	Continue to support safe, healthy and welcoming learning environment in schools.	Continue providing required custodial services to schools (estimated increase of custodial services (1.0 FTE) and administrative assistant (1.0 FTE) for new school opening).
Close Student Achievement Gap	Indigenous Learners are considered a priority population by the Ministry of Education and Child Care. In Richmond, graduation rates in 2023/24 were 95% for the total population and 76% for Indigenous	Continue with the FTE equivalent of 10 blocks of inclusive learning district staffing to secondary schools to support a block of Indigenous graduation coaching in each secondary school. This block of support in each school aims to support narrowing the graduation rate gap by providing targeted graduation coaching support directly in secondary schools for Indigenous learners.

	students.	
Literacy and Numeracy Support for Teachers	Literacy and numeracy are foundational to full participation in school and life beyond the classroom.	Maintain teacher consultant positions for the upcoming school year to support district priorities in literacy and numeracy. Extend the literacy and numeracy consultant positions coming to the end of term. In 2026/27, all contracts will conclude and a department review will be undertaken.
Support Student Mental health and Well-being	Supporting students' mental health and well-being is foundational for learning and growth.	Continue allocations for school based and district based mental health support positions. Adjust the portfolio of one FTE of district-based consultant role to provide K-12 implementation support for the Physical and Health Education (PHE) Curriculum. The PHE curriculum includes learning objectives connected to mental health and well-being, substance abuse, decision-making, and sexual health education.

2. **Strengthening organizational effectiveness – promote long-term sustainability while ensuring fiscal accountability and alignment with student enrolment changes**

- Review supplies and services budget for schools and non-school departments:

Budget Strategy	Current Context	Impact Assessment
Reduce school supplies budget ($432K; supplies and services, 5% elementary, 15% secondary)	- Schools collectively have unused unrestricted school funds from previous years at varying levels for individual schools - Schools have not had reductions in supplies budget over the 2025/26 budget cycle, whereas non-school department supplies and services budgets have been reduced by 20% during the same time period	- Encourage schools to expend the unrestricted school level funds - Ongoing communication with RASA and school administrators - Support will be provided to schools where any financial pressure or hardship situation arises
Budget assumption to remove CPI indexing for non-school department supplies and services budgets ($187K)	- Non-school department supplies and services budget has been receiving increases based on Vancouver Consumer Price Index each year over the last three years	- No increases or indexing will be provided to supplies and services budgets - Support will be provided to non-school departments where financial pressure or unforeseen costs arise

- Review central department positions and system administration to align with enrolment changes, service requirements and fiscal constraint, including vacant positions and term contracts:

Budget Strategy	Current Context	Impact Assessment
Superintendent Office: administrative assistant	- Align with the student enrolment changes	- Remaining administrative duties will be redistributed to existing staff to ensure

(1.0 FTE reduction)	- Student registration relating to temporary residents is projected to continue to decrease, due to federal immigration policy changes	continuity of support for assistant superintendent portfolios and central registration
International Education: administrative assistant (1.0 FTE reduction) and exempt staff (1.0 FTE reduction)	- Align with the student enrolment changes and fiscal constraint - International education enrolment is projected to have further decline, following the actual decline in 2025/26, due to changing global geo-political environment	- Transition support to ensure operational continuity and services required for international students
Central Registration: Cultural Interpreter, French and Arabic (0.5 FTE reduction)	- Align with the student enrolment changes and service level required	- Continue the support and interpretation services for Mandarin and Cantonese at schools and Welcome Centre - Support will be provided to schools, where emergent needs arise
Facilities Services: Administrative Assistant (1.0 FTE reduction)	- Currently vacant position	- Duties have been redistributed to ensure operational continuity - Maintain support and services to schools and departments
Technology Services: Computer Service Technician and Helpdesk Analyst (2.0 FTE reduction)	- Currently two vacant positions	- Duties to be redistributed to ensure operational continuity - Maintain support and services to schools and departments
Communication Department: Communication Analyst (1.0 FTE reduction)	- Align with the student enrolment changes and fiscal constraint	- Duties will be redistributed where possible to maintain operational continuity and ongoing support to schools and departments, with some functions no longer continuing and a reduction in overall service capacity and production output
District Administrator (1.0 FTE reduction)	- Term contract ending on June 30, 2026	- Duties will be redistributed to ensure continuity of DEI initiatives, supervision of Indigenous Success Team, and Student Voice
Educational Services: Teacher Consultant (2.0 FTE reduction)	- Two positions will end contract term as of June 30, 2026	- Services will be redesigned through direct student service and support models, such as Area Counsellors and In-school Indigenous Grad Coach Model
Educational Services: Educational Assistant OG (1.0 FTE reduction)	- Current model support limited number of students in one specific area without continuity	- Services will be redesigned through providing direct support to students in schools
Educational Services: Hearing Resource	- Currently vacant position	- Duties redistributed among the team to ensure services and continuity

Teacher (1.0 FTE reduction)		
Continuing Education: RVS Coordinator (1.0 FTE reduction)	- Based on a review of the department's programming, priorities, and budget status	- Administrative duties will be assumed by department administrators - Currently two coordinators in place
Blended Learning: (0.5 teacher FTE reduction)	- Based on Board Decision	- Transition support is being provided to students currently in the program

- **Summary**: The budget strategies represent a measured and responsible adjustment to align resources with a modest projected enrolment decline of approximately one per cent. The staffing adjustments to support this alignment represent less than one per cent of the District's total workforce. These changes are being contemplated thoughtfully and responsibly, consistent with collective agreement requirements, and are carefully designed to maintain supports for students while reflecting evolving enrolment patterns.

SPECIAL PURPOSE FUND

- The special purpose fund consists of dedicated funding streams used to support programs with specific objectives defined by funding providers. For 2026/27, total special purpose fund is projected to be approximately $70 million.
- Examples of key special purpose funds included in the 2026/27 annual budget are:
    - Classroom Enhancement Fund (CEF): provides critical funding source for the District to meet classroom staffing requirements as outlined in the restored language of the collective agreement. Total CEF is projected at approximately $52 million for the 2026/27 school year.
    - Annual Facilities Grant (AFG): provides funding for Ministry approved minor capital projects and facilities maintenance projects.
    - Feeding Futures Fund: supports expenses specifically designated for the Feeding Futures Program.

CAPITAL FUND

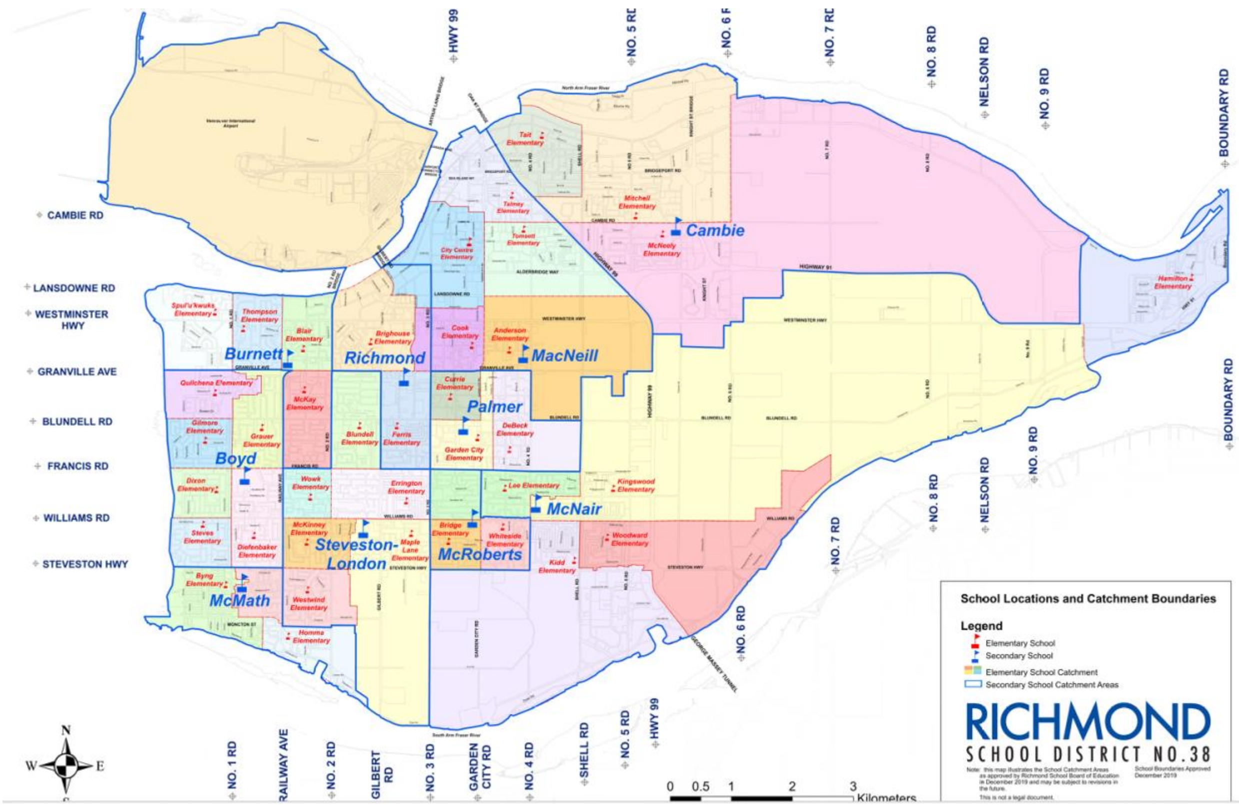
- The capital fund supports capital expenditures in facilities, technology, vehicles and equipment, financed through a combination of capital grants, local capital reserves, operating fund and special purposes funds.
- The capital fund budget is projected to be approximately $26 million in the 2026/27 school year.

District Overview

The Richmond School District acknowledges and thanks the First Peoples of the hən̓q̓əmin̓əm language group on whose traditional and unceded territories we teach, learn and live. The District is a vibrant learning community that fosters students' engagement, creativity and well-being in inclusive learning environments.

The District provides a wide variety of learning opportunities for over 22,000 students from Kindergarten through Grade 12 to help them develop the attitudes, skills and knowledge which will prepare them for an exciting and productive future.

The Richmond School District consists of 49 schools, including 39 elementary schools and 10 secondary schools. Our schools offer a wide range of educational programs, services and support to help each student achieve success.



School Locations and Catchment Boundaries

Board of Education

The Board of Education is comprised of seven elected trustees who represent the interests of the community and advocate for the educational needs of students. The Board is a legislative body responsible for overseeing the provision of public education within the school district. The Board is governed by the *School Act*, that outlines its roles and responsibilities, as well as the powers and duties it exercises in relation to the delivery of public education.

The Board has complex roles and performs many important and valuable responsibilities, most notably to support and ensure quality learning opportunities and well-being for all students. The Board is responsible for governing the system and overseeing the educational, operational and ministerial requirements of the district.

The Board of Education anticipates, identifies and addresses emerging needs and issues within the school district. The Board corresponds with key educational leaders, municipal government, and provincial ministries and authorities about policy, legislation and decisions that impact students. The Board advocates on behalf of the citizens of Richmond for the benefit of the education of its children. Responsibility for day-to-day operations is delegated to the Superintendent of Schools and further to the administrative, teaching and support staff of the district.

The Board is committed to transparency and has fully adopted the Ministry of Education and Child Care's requirements for financial governance which includes the development of the annual budget that is guided by its vision framework and encompasses a comprehensive consultative budget process.

The Board of Education plays a vital role in shaping and delivering public education in its community, ensuring that students receive a high-quality education that prepares them for success in life.

Rod Belleza

Ken Hamaguchi

Heather Larson

Donna Sargent

Debbie Tabolotney

Alice Wong

David Yang

Vision, Mission and Values

The Board of Education recognizes the power of the vision, mission, and values statements in transforming learning and leading in the District. As a result of our shared commitment, implementation of the vision, mission, and values statements are the joint responsibility of the Board, students and staff.

Vision: The Richmond School District is the best place to learn and lead.

Our vision is one that is held by every member of our learning community – our students and parents, staff and our community partners. It drives us to constantly strive for excellence. It leads us to see potential in all and to ensure a positive, engaging and inspirational learning environment filled with potential and possibilities. We are proud of the education we provide, and we encourage all members of the District to be both learners and leaders.

Mission: The Richmond School District's mission is to cultivate a safe, accepting and engaging community that inspires a passion for lifelong learning.

Safety, acceptance and engagement are fundamental to the Richmond School District, and are the foundation of what we model, teach and do to ensure the development of lifelong learners and leaders. It is our responsibility to ensure that all of our students and staff enjoy and benefit from their time with us and are supported to reach their full potential.

Values: The values that will guide our work together to achieve our vision and mission are collaboration, creativity, curiosity, resilience, respect and equity, for all.

These values guide our operations and form the culture of our schools and workplaces. By upholding them, we continually strive for an environment that supports all to achieve their full potential. The values are reflected in the work we do and serve as a standard for how we individually and collectively interact within our schools, the District and the community.

Strategic Plan

The Board of Education is committed to supporting the educational journey of every student in the District. We recognize that the world is in a state of continual change, and we must therefore adapt our learning environments to ensure that every student can thrive and be successful. Through thoughtful planning and deliberate action, we believe that we can inspire and support everyone in our educational community to be lifelong learners.

Through comprehensive community and partner group engagement and consultation, five priorities were identified as requiring the attention of the Board and the District over the next five years. All goals, objectives and actions articulated in the plan address these strategic priorities. Over the next five years, this plan will guide our decision-making. Our commitment is to continue to adapt and be flexible to achieve the goals that were outlined in the Strategic Plan.

The four strategic priorities are presented in the following chart:

Budget Development Guiding Principles

The District is committed to developing its annual budget by following a set of guiding principles that support transparent budget planning and resource allocation aligned with the Board's strategic priorities and goals. The budget process is grounded in a collaborative approach that incorporates consultation and feedback from partner groups to support informed planning based on shared vision, goals and objectives.

These guiding principles include:

- The budget will support and align to the Board's strategic plan and priorities and reflect the Board's commitment to responsible long term fiscal planning;
- Budget processes will be inclusive, transparent and will encourage partner group and community input;
- All budget decisions will be focussed on creating and maintaining educational programs and services for students which maximize opportunities for learning;
- Budget decisions will support a culture of innovation and responsiveness to system change, while maintaining cost effectiveness and long term sustainability;
- Business and operational services and systems required to support schools and students will be based on best practices and maintained in an efficient and cost-effective manner; and
- Budget decisions will be based on accurate, relevant data and information.

The budget guiding principles ensure that the budget process is an integral part of the District's collaborative operating culture.

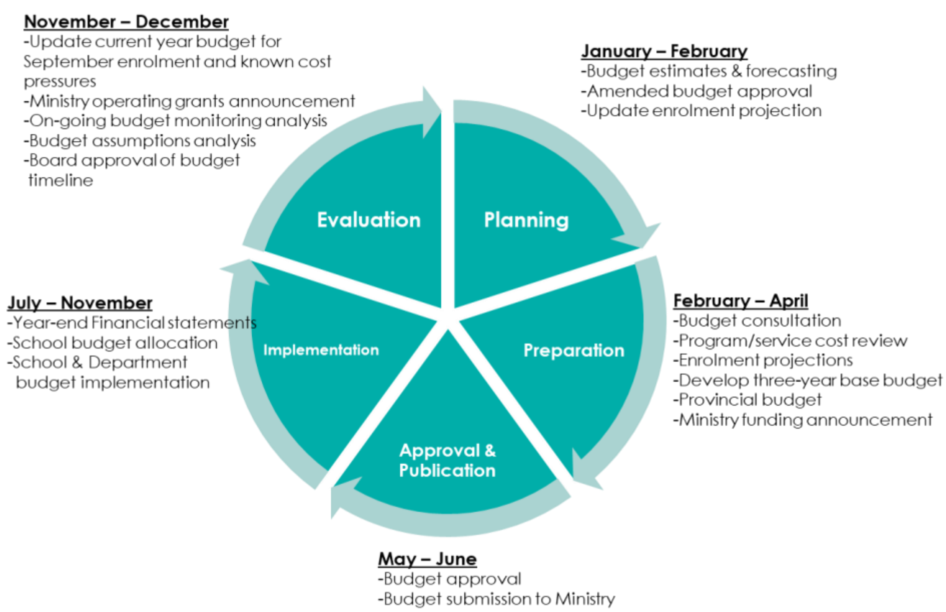
Budget Process and Planning Cycle

The Board of Education operates under the authority of the *School Act*, under which the Board is required to adopt a balanced annual budget by bylaw on or before June 30 for the upcoming fiscal year and submit the budget bylaw and supporting budget documents to the Minister of Education and Child Care.

The budget has been prepared in accordance with the *Budget Transparency and Accountability Act* and related regulations issued by the Treasury Board of British Columbia, which establishes the Government's financial reporting and accountability framework. The budget process is also guided by Board Policy 601 Budget, Policy 621 Financial Reporting, and Policy 631 Accumulated Operating Surplus and Capital Reserves.

The District initiates its annual budget process in January through a collaborative approach that includes engagement with education partners and the broader community. The process concludes with Board approval of the annual budget by the end of May, supporting timely operational planning, contractual obligations and annual staffing processes.

Throughout the fiscal year, the budget is monitored and updated to reflect known changes to revenue and expenditure estimates, enrolment trends and emerging operational requirements affecting the District's financial position. These updates are incorporated into the Amended Budget, which is approved by the Board and submitted to the Ministry by February 28 each year.



Budget Consultation

The 2026/27 annual budget consultation process provides an opportunity for collaborative dialogue between the Board and educational partner groups to help shape priorities for the upcoming school year. Through this process, the Board invites feedback that informs the District's resource allocation and supports transparent, evidence-based decision-making.

To ensure broad and inclusive engagement, the Board offers multiple avenues for partner groups and the public to share their perspectives and budget priorities prior to the final budget approval. A central component of this consultation process is the Budget Advisory Working Group (BAWG), which brings together the Board of Education and representatives from key educational partner groups, including the Richmond Teachers' Association (RTA), Canadian Union of Public Employees (CUPE) Local 716, Richmond Association of School Administrators (RASA), Richmond Management and Professional Staff (RMAPS), and the Richmond District Parents Association (RDPA).

The table below outlines the meetings for the 2026/27 Annual Budget process, highlighting multiple opportunities for engagement and collaboration among educational partner groups throughout the development of the Annual Budget.

Additionally, members of the community are encouraged to ask questions and share feedback by emailing sd38budgetfeedback@sd38.bc.ca or by sending written submissions to the Office of the Secretary Treasurer, Board of Education of School District No. 38, 7811 Granville Avenue, Richmond, BC V6Y 3E3.

Date	Meeting	Purpose
November 19, 2025	Public Board Meeting	Approval of 2026/27 budget process and timeline.
December 15, 2025	Trustee Budget Workshop	An opportunity for Trustees to review and discuss preliminary 2026/27 budget information.
January 26, 2026	Budget Advisory Working Group Meeting	The Board and education partner groups are presented with preliminary budget information; engage in round table discussions on the alignment between the fiscal plan and District strategic priorities and goals.
February 18, 2026	Public Board Meeting	Approval of 2025/26 Amended Budget.
February 23, 2026	Trustee Budget Workshop	An opportunity for Trustees to discuss draft budget proposals; staff update the budget proposals following Trustee Workshop.
March 2, 2026	Budget Advisory Working Group Meeting	Preliminary three-year fiscal plan and budget updates presented to educational partner groups for feedback and input.
March 5, 2026	Richmond Leadership Team (RLT) Meeting Budget Consultation	Preliminary budget information presented to the RLT for feedback and input.
April 13, 2026	Budget Advisory Working	Preliminary three-year fiscal plan and draft budget

	Group Meeting	proposals presented to educational partner groups for feedback and input.
April 22, 2026	Public Board Meeting Committee of the Whole	The public and educational partners are invited to comment on the preliminary annual budget proposals during the Committee of the Whole in the public board meeting.
April 27, 2026	Trustee Budget Workshop	An opportunity for Trustees to discuss draft budget proposals based on public feedback.
May 11, 2026	Public Board Meeting	Board consideration of draft budget proposal items.
May 20, 2026	Public Board Meeting	Final approval with three readings of the budget bylaw.

Enrolment

Approximately 94% of the District's operational funding is received from the Ministry of Education and Child Care, primarily based on funded student enrolment registered with the District. By February 15 each year, school districts are required to provide projected student enrolment data for the upcoming school year to the Ministry, which then utilizes the data to determine operational grants to districts. This procedure ensures that school districts receive the necessary financial support to sustain its education programs and services to students in the province.

Using a blended enrolment projection model, the District forecasts student enrolment by integrating a number of parameters. This methodology incorporates localized insights in growth and demographic trends within individual school catchment areas into a cohort survival model based on historical enrolment patterns and demographic metrics. This approach integrates a five-year average student retention rate to enhance the accuracy of enrolment projections.

In addition, the enrolment projection model considers housing development and completion statistics in the City of Richmond, including major development in the city centre areas and neighborhood infill projects. This hybrid model enables the District to gauge potential fluctuations in student population attributable to residential development changes in the city.

The enrolment projection model also integrates demographic data from Statistics Canada and BC Statistics, along with kindergarten enrolment projections and federal immigration policy changes. Moreover, the District factors in socio-economic and political influences on inter-provincial migration and student demographic shifts to refine its projections further.

The multifaceted projection model contributes to the development of a robust enrolment growth forecast model, serving as a main factor in the District's annual budgetary development process. These projections include enrolment figures for domestic funded students, international fee-paying students, students with additional and complex needs, students with English Language Learners, and Indigenous students, over the next three years.

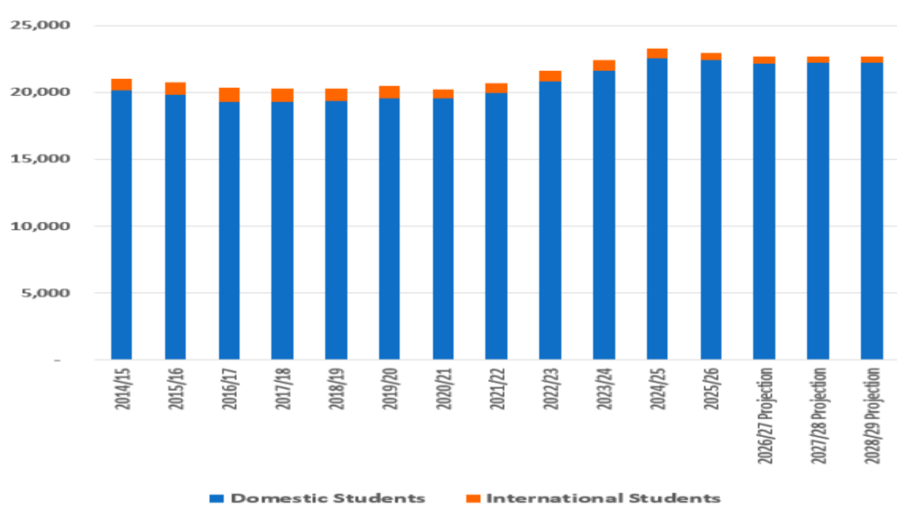
For 2026/27, total domestic funded school-age full time equivalent (FTE) enrolment is projected to be 22,276, representing an estimated decrease of approximately 1.0%, with enrolment anticipated to stabilize in 2027/28 and 2028/29. Similarly, funded English Language Learner enrolment is projected to decline by 3.3% in 2026/27, followed by further decreases of 4.1% in 2027/28 and 3.5% in 2028/29. In contrast, enrolment for students with disability and diverse abilities is expected to increase by approximately 3% annually over each of the next three years.

The District anticipates a moderation in international fee-paying student enrolment following the decline experienced in the 2025/26 school year. International enrolment is projected at 500 students annually over each of the next three school years.

Enrolment Summary - September	2024/25 Actual	2025/26 Actual	2026/27 Budget	2027/28 Projected	2028/29 Projected
September Enrolment FTE					
Standard (Regular) Schools	22,303.19	21,936.94	21,717.57	21,724.08	21,821.84
Continuing Education	1.88	1.75	1.75	1.75	1.76
Alternate Schools	71.00	78.00	64.00	64.02	64.31
Online Learning	186.19	377.69	377.69	377.80	379.50
Total School-Age Enrolment	**22,562.26**	**22,394.38**	**22,161.01**	**22,167.65**	**22,267.41**
February Enrolment FTE	100.75	100.75	100.75	100.25	100.25
May Enrolment FTE	61.00	61.00	61.00	61.00	61.00
Total Enrolment FTE	**22,724.01**	**22,556.13**	**22,322.76**	**22,328.90**	**22,428.66**
Unique Student Needs - September					
Level 1 Inclusive Education	15.00	18.00	20.00	19.00	18.00
Level 2 Inclusive Education	1,114.00	1,237.00	1,277.00	1,317.00	1,357.00
Level 3 Inclusive Education	140.00	127.00	129.00	130.00	131.00
English Language Learning (ELL)	7,762.00	7,517.00	7,266.00	6,970.00	6,726.00
Indigenous Education	242.00	222.00	220.00	221.00	222.00
Adult Education	20.50	14.81	15.00	15.00	15.00

Enrolment Summary

Over the past ten years, the enrolment trend has exhibited volatility as illustrated in the graph below. Fluctuations in student enrolment figures have been attributable to a number of factors, including the city's development and growth, shift in local and provincial economic conditions, and changes in immigration policies.



10 Year Enrolment Trend

In response to enrolment changes, the District will continue to adjust its staffing levels in accordance with the collective agreement and maintain the service levels required in the classrooms. The Human Resources Department, Central Registration and Planning Department will continue monitoring enrolment trends and will adjust staffing and space utilization as necessary to ensure resources are prioritized to support student learning.

Staffing

Teacher staffing and support staff are crucial components of the education system. The collective agreements govern the terms and conditions of employment for teachers and support staff. The District's staffing levels are directly related to various factors including student enrolment, student educational needs, grant funding availability and organizational capacity. The District's focus on hiring qualified staff is essential to provide high quality education to students.

The table below presents the projected total staffing levels, in full-time equivalent (FTE), for the next three years summarized by employee group. It is important to note that the actual staffing levels needed will be confirmed once the actual student enrolment is known in September. The financial impact of staffing on the budget can be found in the Operating Fund Budget section of this fiscal plan.

	2025/26	2026/27	2027/28	2028/29
All Staffing Groups – FTE	**Amended Budget**	**Budget**	**Projected**	**Projected**
Teachers	1,518.54	1,487.14	1,485.14	1,483.14
Administrators	96.30	95.80	95.80	94.80
Educational Assistants	524.93	531.36	543.74	556.12
Support Staff	471.46	466.06	466.06	466.06
Other Professionals	67.00	66.00	66.00	66.00
Other Professionals-Trustees	7.00	7.00	7.00	7.00
TOTAL STAFFING	**2,685.23**	**2,653.36**	**2,663.74**	**2,673.12**

Teacher staffing is budgeted to decrease for 2026/27 by 31.40 FTE, which includes the following categories:

- 12.0 FTE decrease in enrolling teacher positions due to student enrolment decline.
- 14.7 FTE decrease in non-enrolling teacher positions due to ELL student decline and alignment with collective agreement requirements.
- 4.5 FTE decrease in teacher positions due to budget adjustments (2.0 FTE Teacher Consultant term ending, 1.0 FTE Hearing Resource Teacher vacancy, 1.0 FTE Richmond Virtual School Coordinator, and 0.5 FTE Blended Learning).
- 0.2 FTE decrease in teacher position for the Special Purpose Fund – Provincial Early Years.

Teacher staffing is forecasted to decrease by 2.0 FTE for 2027/28 and 2.0 FTE for 2028/29 due to projected student enrolment decline.

	2025/26	2026/27	2027/28	2028/29
Teachers	**Amended Budget**	**Budget**	**Projected**	**Projected**
Operating Fund	1,144.92	1,113.72	1,111.72	1,109.72
Classroom Enhancement Fund	364.70	364.70	364.70	364.70
Special Purpose Fund (exclude CEF)	8.92	8.72	8.72	8.72
TOTAL	**1,518.54**	**1,487.14**	**1,485.14**	**1,483.14**

Administrator staffing is budgeted to decrease for 2026/27 by 0.5 FTE, which includes the following categories:

- 1.0 FTE increase in elementary administrator position for our new City Centre Elementary School.
- 1.0 FTE decrease in district administrator position due to budget adjustments.
- 0.5 FTE decrease in administrator position due to reversal of one-time addition of an elementary principal for 2025/26 to start-up our new City Centre Elementary School.

Administrator staffing is forecasted to remain steady for 2027/28 and decrease by 1.0 FTE for 2028/29 due to the end of funding for the Special Purpose Fund - Early Learning and Child Care Lead.

	2025/26	2026/27	2027/28	2028/29
Administrators	**Amended Budget**	**Budget**	**Projected**	**Projected**
Operating Fund	94.75	94.25	94.25	94.25
Classroom Enhancement Fund	-	-	-	-
Special Purpose Fund (exclude CEF)	1.55	1.55	1.55	0.55
TOTAL	**96.30**	**95.80**	**95.80**	**94.80**

Educational Assistants staffing is budgeted to increase for 2026/27 by 6.43 FTE, which includes the following categories:

- 7.43 FTE increase in educational assistant positions due to the increase in the number of students in inclusive education.
- 1.0 FTE decrease in educational assistant positions due to budget adjustments (Educational Assistant-OG).

The Educational Assistants staffing is forecasted to increase by 12.38 FTE for 2027/28 and 12.38 FTE for 2028/29 due to projected enrolment increase in inclusive education.

	2025/26	2026/27	2027/28	2028/29
Educational Assistants	**Amended Budget**	**Budget**	**Projected**	**Projected**
Operating Fund	468.16	474.59	486.97	499.35
Classroom Enhancement Fund	45.09	45.09	45.09	45.09
Special Purpose Fund (exclude CEF)	11.68	11.68	11.68	11.68
TOTAL	**524.93**	**531.36**	**543.74**	**556.12**

Support Staff staffing is budgeted to decrease for 2026/27 by 5.40 FTE, which includes the following categories:

- 1.0 FTE increase in Custodial Services position for our new City Centre Elementary School.
- 1.0 FTE increase in Administrative Assistant position for our new City Centre Elementary School.
- 6.5 FTE decrease in support staff positions due to budget adjustments (3.0 FTE Administrative Assistants, 0.5 FTE Cultural Interpreter, 1.0 FTE Helpdesk, 1.0 Computer Systems Technician, and 1.0 FTE Communication Analyst).
- 1.0 FTE decrease in support staff position for the Special Purpose Fund - SWIS due to decrease in federal funding for 2026/27.
- 0.1 FTE increase in support staff position for the Special Purpose Fund – Provincial Early Years.

Support Staff staffing is forecasted to remain steady for 2027/28 and 2028/29.

Support Staff	2025/26 Amended Budget	2026/27 Budget	2027/28 Projected	2028/29 Projected
Operating Fund	445.46	440.96	440.96	440.96
Classroom Enhancement Fund	7.80	7.80	7.80	7.80
Special Purpose Fund (exclude CEF)	13.20	12.30	12.30	12.30
Capital Fund	5.00	5.00	5.00	5.00
TOTAL	**471.46**	**466.06**	**466.06**	**466.06**

Other Professional staffing is budgeted to decrease for 2026/27 by 1.0 FTE due to budget adjustments.

Other Professional staffing is forecasted to remain steady for 2027/28 and 2028/29.

Other Professionals	2025/26 Amended Budget	2026/27 Budget	2027/28 Projected	2028/29 Projected
Operating Fund	56.50	55.50	55.50	55.50
Operating Fund - Trustees	7.00	7.00	7.00	7.00
Classroom Enhancement Fund	3.00	3.00	3.00	3.00
Special Purpose Fund (exclude CEF)	1.00	1.00	1.00	1.00
Capital Fund	6.50	6.50	6.50	6.50
TOTAL	**74.00**	**73.00**	**73.00**	**73.00**

Operating Fund Budget

The operating budget includes expenditures related to instructional programs, school and district administration, facilities and technology operations and maintenance, and transportation services. These programs are funded by revenues sourced from the Ministry of Education and Child Care, international program revenues, rental revenues, investment income and other miscellaneous revenues.

Operating Fund Budget Summary

The following table provides a summary of the prior year's operating revenues and expenditures, the current year amended budget, the 2026/27 annual budget and a forecast for the following two years. The table also includes interfund transfers.

Operating Fund	2024/25 Actual	2025/26 Amended Budget	2026/27 Budget	2027/28 Projected	2028/29 Projected
Revenues					
Provincial Grants-Ministry of Education and Child Care	259,394,184	260,581,632	270,310,726	275,946,744	282,751,395
Provincial Grants-Other	77,936	62,800	62,800	62,800	62,800
Tuition	17,844,512	14,681,735	13,741,735	13,741,735	13,741,735
Other Revenue	1,490,349	1,151,225	857,583	871,831	287,693
Rentals and Leases	2,025,377	1,813,749	1,947,200	1,984,547	2,022,678
Investment Income	2,521,566	1,120,020	905,191	939,718	975,718
Total Revenue	**283,353,924**	**279,411,161**	**287,825,235**	**293,547,375**	**299,842,019**
Expenses					

Salaries and Benefits	253,393,149	253,596,540	262,767,832	269,646,947	276,777,356
Services and Supplies	24,207,224	22,814,621	22,302,403	22,979,293	23,797,000
Total Expenses	**277,600,373**	**276,411,161**	**285,070,235**	**292,626,240**	**300,574,356**
Net Revenue (Expense)	**5,753,551**	**3,000,000**	**2,755,000**	**921,135**	**(732,337)**
Interfund Transfers	(12,542,801)	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)
Operating Surplus (Deficit) for the Year	**(6,789,250)**	**-**	**(245,000)**	**(2,078,865)**	**(3,732,337)**
Use of Appropriated Surplus	-	-	245,000	-	-
Operating Surplus (Deficit)	**(6,789,250)**	**-**	**-**	**(2,078,865)**	**(3,732,337)**

The operating budget includes a range of strategic initiatives designed to enhance the quality of education provided to students. These initiatives encompass a variety of areas, including closing student achievement gap for Indigenous students, learning services for students, facilities and custodial services, administrative support for large elementary schools, anti-racism training, and the implementation of the enterprise risk management policy. These initiatives will contribute to creating a safe and inclusive environment, ensuring that all students have access to high quality education that meets their needs.

Operating Fund Revenues

Provincial operating grant revenue anticipated from the ministry represents approximately 94% of the District's total revenue for 2026/27. The next most significant source of revenue is the tuition revenue from students registered through the Richmond International Education program, representing approximately 4% of the total revenue. The remaining revenue is comprised of sources such as facility rental, interest revenue and miscellaneous income.

Operating Fund Revenue	2024/25 Actual	2025/26 Amended Budget	2026/27 Budget	2027/28 Projected	2028/29 Projected
Provincial Grants-Ministry of Education and Child Care					
Operating Grant, Ministry of Education and Child Care	253,125,948	257,154,673	255,792,617	256,182,334	257,570,411
Other Ministry of Education and Child Care Grants	6,268,236	3,426,959	14,518,109	19,764,410	25,180,984
Provincial Grants-Other	77,936	62,800	62,800	62,800	62,800
Tuition					
Summer School	376,890	332,850	332,850	332,850	332,850
Continuing Education	1,523,481	1,571,211	1,571,211	1,571,211	1,571,211
International and Out of Province Students	15,944,141	12,777,674	11,837,674	11,837,674	11,837,674
Other Revenue					
Other School District/Education Authorities	611,327	555,990	569,890	584,138	-
Cafeteria	309,792	286,693	286,693	286,693	286,693
Sale of Capital Assets	36,443	-	-	-	-
Miscellaneous	15,413	1,000	1,000	1,000	1,000
Microsoft Class Action Settlement	517,374	307,542	-	-	-
Rentals and Leases	2,025,377	1,813,749	1,947,200	1,984,547	2,022,678

Investment Income	2,521,566	1,120,020	905,191	939,718	975,718
Total Operating Revenue	**283,353,924**	**279,411,161**	**287,825,235**	**293,547,375**	**299,842,019**

Operating Grant Revenue is funded by the Ministry of Education and Child Care based on student FTE enrolment and the corresponding per student rate. Grant revenues have been adjusted to reflect the projected enrolment based on the per student grant funding for each category.

Operating Grant Revenue	2024/25 Actual	2025/26 Amended Budget	2026/27 Budget	2027/28 Projected	2028/29 Projected
Basic Allocation - September					
Standard (Regular) Schools	198,832,917	197,761,492	195,783,876	195,842,612	196,723,904
Continuing Education	16,716	15,776	15,776	15,776	15,776
Alternate Schools	632,965	703,170	576,960	577,133	579,730
Online Learning	1,340,550	2,749,565	2,749,565	2,750,395	2,762,843
Homeschoolers	9,000	9,250	9,250	9,250	9,250
Course Challenges	20,646	18,048	18,048	18,048	18,048
Supplement for Enrolment Decline	-	-	42,491	-	-
Supplemental for Unique Student Needs - September					
Inclusive Education - Level 1	760,950	923,400	1,026,000	974,700	923,400
Inclusive Education - Level 2	26,813,980	30,108,580	31,082,180	32,055,780	33,029,380
Inclusive Education - Level 3	1,702,400	1,562,100	1,586,700	1,599,000	1,611,300
English Language Learning	13,932,790	13,643,355	13,187,790	12,650,550	12,207,690
Indigenous Education	428,340	397,380	397,380	397,380	397,380
Adult Education	116,645	85,246	86,325	86,325	86,325
Summer Learning	2,420,345	2,615,345	2,615,345	2,615,345	2,615,345
February Enrolment Count	1,195,022	752,529	752,529	752,529	752,529
May Enrolment Count	516,673	434,455	434,455	434,455	443,455
Equity of Opportunity Supplement	1,183,301	1,246,390	1,230,876	1,230,876	1,230,876
Salary Differential	1,594,518	2,364,095	2,339,495	2,339,495	2,339,495
Unique Geographic Factors	1,351,843	1,495,087	1,631,136	1,631,136	1,631,136
Curriculum and Learning Support Fund	197,097	203,060	201,549	201,549	201,549
Indigenous Education Councils	59,250	66,350	24,891	-	-
Total Operating Grant Revenue	**253,125,948**	**257,154,673**	**255,792,617**	**256,182,334**	**257,570,411**

On March 12, 2026, the Ministry of Education and Child Care announced the preliminary operating grant allocations to school districts for the 2026/27 school year. The ministry is maintaining the basic per-student allocation for standard, alternate, continuing education, inclusive education, indigenous education, and English Language Learners (ELL) at the same level as 2025/26 for the next school year.

The total estimated operating grant revenue for the District for the 2026/27 school year is approximately $256 million based on the enrolment projected at the time of the annual budget development. The grant revenue is subject to change due to the actual enrolment on September 30. The impact on the District’s budget will be updated and approved by the Board during the District’s amended budget process.

Tuition Revenue comprises summer school, continuing education, and international and out of province students. International education revenue accounts for 86% of all tuition revenue. The District relies heavily on the international education program to provide a significant source of additional revenue to support the operations of the District. The international education program enrolment utilizes space in classrooms that would otherwise go unused by students who reside within the boundaries of the District.

The international education program experienced a significant downturn during the pandemic in 2020/21 and 2021/22. A gradual recovery has taken place in 2022/23, 2023/24, and 2024/25 with a downturn in 2025/26 due to the Federal Government's immigration policy shift. International student enrolment is projected to remain steady at 500 for 2026/27, 2027/28 and 2028/29.

Rental Revenue is projected to remain steady over the next three years, given the increasing demand for rental space in schools.

Investment Income is projected to decline for 2026/27 due to uncertainty of future interest rates but expected to remain steady for 2027/28 and 2028/29.

Operating Fund Expenses

The operating fund expenses include the day-to-day costs of running the District, such as salaries and benefits for employees, utilities, maintenance and repairs, supplies and materials, technology expenses, transportation costs, and other miscellaneous expenses.

Effective management of operating expenses is crucial for the District to maintain financial stability and ensure that resources are allocated efficiently and effectively to support student success. The table below represents an overview of the District operating fund expenses in terms of types of expenses. The most significant component of the District's operating expenses is salaries and benefits, which comprise approximately 92% of the total operating budget. The remaining 8% goes to services, supplies and other expenses.

Operating Fund Expenses	2024/25 Actual	2025/26 Amended Budget	2026/27 Budget	2027/28 Projected	2028/29 Projected
Salaries					
Teachers	115,583,296	114,688,750	119,776,696	123,439,723	127,359,599
Administrators	15,677,224	15,023,415	15,672,656	16,058,088	16,453,149
Educational Assistants	21,702,857	23,120,493	23,459,543	24,112,346	24,784,733
Support Staff	26,153,279	25,913,723	25,862,112	25,978,260	25,978,260
Other Professionals	8,046,468	7,759,236	8,186,110	8,378,508	8,571,455
Substitutes	13,822,384	12,508,810	12,889,284	13,184,270	13,488,104
Total Salaries	200,985,508	199,014,427	205,846,401	211,151,195	216,635,300
Benefits	52,407,641	54,582,133	56,921,431	58,495,752	60,142,056
Total Salaries and Benefits	**253,393,149**	**253,596,540**	**262,767,832**	**269,646,947**	**276,777,356**
Services and Supplies					
Services	8,548,985	7,007,342	6,865,981	7,003,301	7,143,367
Student Transportation	12,441	11,260	11,260	11,485	11,715
Professional Development	1,416,934	1,450,795	1,450,795	1,479,811	1,509,407
Rentals and Leases	328,960	317,812	317,812	324,168	330,651

	Dues and Fees	152,900	163,173	163,173	166,436	169,765
	Insurance	806,533	897,848	897,848	915,805	934,121
	Supplies	8,818,302	8,636,054	7,975,225	8,123,909	8,381,992
	Utilities	4,122,169	4,330,337	4,620,309	4,954,378	5,315,982
Total Services and Supplies		**24,207,224**	**22,814,621**	**22,302,403**	**22,979,293**	**23,797,000**
Total Operating Expenses		**277,600,373**	**276,411,161**	**285,070,235**	**292,626,240**	**300,574,356**

Salaries and Benefits are the largest operating expense for the District, accounting for 92% of the total operating expenditure. Employee salaries and benefits have been adjusted to reflect:

- Employee salary increases for teachers, educational assistants and support staff are established through provincially negotiated Collective Agreements with the BCTF and CUPE. The Teachers' Collective Agreement has been ratified for a four-year term from July 1, 2025 to June 30, 2029. Salary increases for teachers have been incorporated into the 2026/27 annual budget. The CUPE collective agreement expired June 30, 2025 and negotiations are ongoing. As a result, the 2026/27 annual budget assumes no salary increase for the CUPE employee group. Any salary increases and corresponding funding will be incorporated in the 2026/27 amended annual budget once the agreement has been ratified.
- Teacher grid step salary increments.
- Budget reduction of 12.0 FTE enrolling teachers due to enrolment decline.
- Increase in educational assistant FTE to support students in inclusive education.
- Staffing of our new City Centre Elementary School.
- Budget reduction of 28.7 FTE positions to help achieve a balanced budget for 2026/27 and alignment with collective agreement requirements (19.2 FTE Non-Enrolling Teachers, 1.0 FTE Administrator, 1.0 FTE Management, and 7.5 FTE Support Staff).
- Benefits cost increases comprised of statutory and contractual costs. Statutory benefit costs include CPP, EI, Pension, WorkSafeBC, and Employer Health Tax (EHT). These costs are variable based on earnings and specific rates. Contractual benefit costs include such costs as employer paid premiums for extended health, dental, and the Employee Assistance Plan (EAP).

Services and Supplies have been adjusted to reflect the following budget factors:

- General cost escalation and an inflationary factor of 2.0% for services and supplies.
- Budget reduction of $0.55 million in services and supplies to help achieve a balanced budget for 2026/27.
- Reversal of one-time costs for the start-up of our new City Centre Elementary School.
- Increase in utility costs for electricity, natural gas, propane, and water and sewer.

Interfund Transfers

Interfund transfers are the reallocation of funds between the operating and capital funds. There are two features to interfund transfers.

The first feature is to appropriately record capital assets that are purchased with operating funds. The transfer of the costs will ensure proper accounting treatment to amortize the cost of the assets over its useful life.

The second feature is to provide funding for capital purchases not funded by the ministry. Such purchases include portable classrooms, technology upgrades, computer leases, and vehicle and equipment replacement.

Accumulated Surplus

Policy 631-R ensures the financial health of the District and protects the District from financial forecasting risk and unforeseen circumstances which would negatively impact the education of students. Following the ministry's definition provided in its K-12 Accumulated Surplus Reporting Policy, the District has two categories of internally restricted operating surplus. The accumulated surplus funds are restricted due to the nature of constraint and restricted for operations spanning multiple school years.

Funds Restricted due to the Nature of Constraints are funds that are internally restricted to enable the District to meet its obligations and commitments, including: contractual obligations arisen from the collective agreements, targeted grants received from the ministry for specific purposes, school generated funds, and board approved budget appropriations.

Restricted for Operations Spanning Multiple School Years are funds to support effective operational planning where surplus funds have been carried over to future years for effective implementation of educational programs and operational initiatives.

Educational programs include the following:

- Curriculum implementation and learning to support literacy, curriculum implementation, innovation, fine arts, music, French immersion, and learning resources.
- Diversity, Equity, and Inclusion to foster creativity, fresh perspectives, and understanding.
- Inclusive Learning to support students with diverse needs.
- Leadership and professional development to support on-going training and development for teachers, administrators, support staff, and management staff in the District.
- School funds to support programs, initiatives, and operations at the school level.
- Student leadership development to promote opportunities for students to develop leadership qualities that make a positive impact on the community.

Operational initiatives include the following:

- Technology Projects to update the technology infrastructure of the District.
- Emergency preparedness to support the District's Emergency Preparedness Plan, focusing on District response to critical incidents, natural disasters, and emergency situations.
- Facilities and Classroom Setup to support start-ups of classrooms and facilities.
- Employee Mental Health and Wellness to support all employees in their health and well-being, including mental health support, career counselling/coaching, nutrition and sleep optimization, immunizations, first aid training and on-site health testing.
- Purchase Order Commitments to ensure funds are available for goods and services ordered but anticipated to arrive in the coming year.

Multi-Year Operating Accumulated Surplus Plan	Opening Balance	Planned Use	Closing Balance
Schedule of Accumulated Operating Surplus	**July 1, 2025**	**2025/26**	**June 30, 2026**
Internally Restricted Surplus			
Restricted Due to the Nature of Constraints on the Fund			
Contractual Obligations - Success for All Learners, Organizational Effectiveness	561,790	(200,000)	361,790
Targeted Funding - Success for All Learners, Diversity, Equity and Inclusion	1,659,124	(600,000)	1,059,124
School Generated Funds	2,700,000	(300,000)	2,400,000
	4,920,914	(1,100,000)	3,820,914
Restricted for Operations Spanning Multiple School Years			
Support for Educational Plans - Success for All Learners, Diversity, Equity and Inclusion	473,511	(200,000)	273,511
School Funds - Success for All Learners, Diversity, Equity and Inclusion	982,639	(800,000)	182,639
Support for Operational Initiatives - Organizational Effectiveness	1,086,056	(500,000)	586,056
Purchase Order Commitments	279,196	(279,196)	-
	2,821,402	(1,779,196)	1,042,206
Total Internally Restricted Operating Fund Surplus	7,742,316	(2,879,196)	4,863,120
Unrestricted Operating Surplus (Deficit)	172,484	(245,000)	(72,516)
Total Operating Fund Surplus (Deficit)	**7,914,800**	**(3,124,196)**	**4,790,604**

Special Purpose Fund Budget

Special Purpose Funds are targeted funding designated for specific purposes. The annual funding received varies from year to year and the ministry's funding is not always confirmed at the time of the annual budget.

Pursuant to Sections 156(4) and (5) of the *School Act*, each special purpose fund must be accounted for in accordance with the terms of that special purpose fund.

Special Purpose Fund	2024/25 Actual	2025/26 Amended Budget	2026/27 Budget	Variance	Comments
Ministry of Education and Child Care Funded					
Annual Facility Grant (AFG)	829,289	829,289	834,131	4,842	
Learning Improvement Fund (LIF)	902,030	892,537	885,430	(7,107)	
Strong Start	252,330	238,000	238,000	-	
Ready, Set, Learn	63,465	130,810	93,100	(37,710)	
Official Languages in Education French Programs (OLEP)	346,778	382,342	382,342	-	
Community LINK	869,538	869,538	869,538	-	
Classroom Enhancement - Staffing	44,682,306	46,794,625	46,794,625	-	
Classroom Enhancement - Remedy	413,136	1,130,679	-	(1,130,679)	Funding TBD
Classroom Enhancement - Overhead	5,522,243	5,522,243	5,522,243	-	
Mental Health in Schools	65,995	59,084	48,000	(11,084)	
Changing Results for Young Children	21,094	-	-	-	Funding ended June 2025
Early Childhood Education Dual Credit	44,331	51,920	-	(51,920)	Funding ends June 2026
Health Career Dual Credit Expansion	6,184	41,705	-	(41,705)	Funding ends June 2026
Student and Family Affordability	454,152	318,039	-	(318,039)	Funding ends June 2026
Just B4 Program	150,422	-	-	-	Funding ended June 2025
Strengthening Early Years to Kindergarten Transition (SEY2KT)	29,723	4,586	-	(4,586)	Funding ends June 2026
Early Care and Learning	175,000	175,000	175,000	-	
Feeding Futures School Food Program	1,984,793	3,367,775	2,419,057	(948,718)	
Professional Learning	-	208,468	-	(208,468)	One-time Funding
National School Food Program	39,097	408,020	391,790	(16,230)	
Provincial Resource Program	941,009	1,026,805	994,643	(32,162)	
Provincial Early Years	1,128,940	550,000	561,168	11,168	
Federal Funded					
Settlement Workers in Schools (SWIS)	1,475,836	1,232,231	1,158,359	(73,872)	LINC program ended March 2025
Other					
Scholarships and Bursaries	5,950	50,000	10,000	(40,000)	
School Generated Funds	8,166,546	8,000,000	8.000,000	-	
Educational Trust Fund	457,273	450,000	450,000	-	
Total Special Purpose Fund	**69,027,460**	**72,733,696**	**69,827,426**	**(2,906,270)**	

A summary statement of the detailed expenses is captured below, including the expected underspent amount.

Special Purpose Fund Summary	2024/25 Actual	2025/26 Amended Budget	2026/27 Budget	Variance
Deferred Revenue, Beginning of Year	9,552,242	9,608,330	7,009,190	(2,599,140)
Total Contributions Received	69,326,878	70,631,898	69,449,426	(1,182,472)
Less: Allocated to Revenue or Recovered by MECC	(69,270,790)	(73,231,038)	(69,827,426)	3,403,612
Deferred Revenue, End of Year	**9,608,330**	**7,009,190**	**6,631,190**	**(378,000)**
Total Allocated to Revenue	69,027,460	72,733,696	69,827,426	(2,906,270)
Total Expenses	(68,081,464)	(71,829,905)	(68,919,205)	2,910,700
Interfund Transfers	(945,996)	(903,791)	(908,221)	(4,430)
Net Revenue (Expense)	-	-	-	-

Special Purpose Fund Summary

Special Purpose Fund	Designated Use
Annual Facility Grant (AFG)	Routine maintenance of school facilities, including roofing.
Learning Improvement Fund (LIF)	Supplementary funding to school districts for additional education assistants.
Strong Start	Early learning program for preschool children (birth to age five), located in schools, accompanied by parents, other adult family member, or caregiver.
Ready, Set, Learn	Support early learning and development for families and their three-to-five-year-old children and facilitate a smooth transition to kindergarten.
Official Languages in Education French Programs (OLEP)	Support French Immersion and Core French programs.
Community Link	Support programs to improve educational performances of vulnerable students, including academic achievement and social, emotional, and behavioural functioning.
Classroom Enhancement - Staffing, Remedy and Overhead	Funding to implement the Memorandum of Understanding pursuant to Letter of Understanding No. 17 to the 2013-2019 BCPSEA-BCTF Provincial Collective Agreement.
Mental Health in Schools	Support mental health initiatives, resources and programs for students, educators, and families within their school communities.
Changing Results for Young Children	Support District capacity building in high quality early learning and care experiences for children.
Early Childhood Education Dual Credit	Support personalized learning and transition pathways from K-12 to post-secondary study for the early childhood education program.
Health Career Dual Credit Expansion	Support personalized learning and transition pathways from K-12 to post-secondary study focused on health careers aligned with regional

	workforce demands.
Student and Family Affordability	Increase food security for students and their families, and support students, parents, and guardians with affordability concerns (one-time funding).
Just B4 Program	Support increased opportunities for childcare programs on school grounds.
Strengthening Early Years to Kindergarten Transition (SEY2KT)	Support the transition of children from community based early learning to kindergarten in schools.
Early Care and Learning	Support the expansion of childcare on school grounds.
Feeding Futures School Food Program	Support to increase food security for students by expanding or creating school food programs.
Professional Learning	Support the capacity of classroom teachers and support staff to deliver evidence-based literacy instruction, literacy screening for K-3 students and interventions for K-12 students.
National School Food Program	Provided by the Government of Canada to expand and enhance school food programs.
Provincial Resource Program	Outreach program to support school districts around B.C. with respect to ensuring equitable access and enhanced educational opportunities for students with visual and hearing impairments.
Provincial Early Years	Support diverse and struggling learners.
Settlement Workers in Schools (SWIS)	Support settlement services for immigrants, refugees, and other eligible clients to meet their settlement or ongoing needs after arriving in Canada.
Scholarships and Bursaries	The District manages various scholarship and memorial funds on behalf of families and groups of individuals wishing to provide funding for specific educational initiatives and in memoriam.
School Generated Funds	These funds are collected and managed directly at our schools with financial oversight by the District. Such funds include fundraising, school trips, PAC donations, etc.
Educational Trust Fund	These funds are collected and managed by the District. Such funds include Breakfast Club, Feed-U-Cate, etc.

Classroom Enhancement Fund

On March 10, 2017, the Ministry of Education, the BC Public Schools Employers Association, and the BC Teachers' Federation ratified a Memorandum of Agreement (MoA #17) pursuant to Letter of Understanding (LoU) No. 17, to the 2013-2019 BCPSEA-BCTF Provincial Collective Agreement. The Memorandum of Agreement fully and finally resolves all matters related to the implementation of the 2016 Supreme Court of Canada decision. The ratification of the agreement resulted in the establishment of the Classroom Enhancement Fund (CEF) to address the additional teachers and corresponding overhead costs associated with this MoA.

The Classroom Enhancement Fund is comprised of three components: teacher staffing, overhead costs, and remedy.

In mid-October, school districts are required to submit their final staffing plans that reflect actual staffing. Submissions are reviewed and final allocations are confirmed along with the operating grant in mid-December. Remedy funding is announced in December.

	2024/25 Actual		2025/26 Amended		2026/27 Budget		Variance	
Classroom Enhancement Fund Summary	**FTE**	**$**	**FTE**	**$**	**FTE**	**$**	**FTE**	**$**
CEF Staffing	353.00	44,682,306	364.70	46,794,625	364.70	46,794,625	-	-
CEF Overhead	56.09	5,522,243	55.89	5,522,243	55.89	5,522,243	-	-
CEF Remedy	-	413,136	-	1,130,679	-	-	-	(1,130,679)
Total Classroom Enhancement Fund	**409.09**	**50,617,685**	**420.59**	**53,447,547**	**420.59**	**52,316,868**	**-**	**(1,130,679)**

	2024/25 Actual		2025/26 Amended		2026/276 Budget		Variance	
Classroom Enhancement Fund	**FTE**	**$**	**FTE**	**$**	**FTE**	**$**	**FTE**	**$**
Teachers	353.00	35,019,919	364.70	36,775,377	364.70	36,775,377	-	-
Administrators	0.20	27,811	-	-	-	-	-	-
Educational Assistants	45.09	2,485,062	45.09	2,424,476	45.09	2,424,476	-	-
Support Staff	7.80	492,767	7.80	521,382	7.80	521,382	-	-
Other Professionals	3.00	394,441	3.00	411,256	3.00	411,256	-	-
Substitutes	-	1,077,297	-	2,946,835	-	2,020,049	-	(926,786)
Fringe Benefits	-	10,928,400	-	10,223,139	-	10,019,246	-	(203,893)
Interfund Transfer	-	145,082	-	145,082	-	145,082	-	-
Total Classroom Enhancement Fund	**409.09**	**50,617,685**	**420.59**	**53,447,547**	**420.59**	**52,316,868**	**-**	**(1,130,679)**

Capital Fund Budget

The capital fund budget represents the District's financial allocation for capital activities aimed at a healthy and functional learning environment for students and staff. It includes expenditures associated with land, buildings, technology, vehicles and equipment, funded by different funding sources such as Ministry of Infrastructure capital grants, local capital fund balances, operating fund balances, and special purpose funds.

Aligned with the District's strategic plan and the Board's Long Range Facilities Plan, the activities funded by the capital fund budget prioritize the enhancement and optimization of school facilities and technology. This strategic focus aims to cultivate a learning environment that is secure, accessible, and conducive to fostering innovation and creativity.

The capital fund budget includes all capital expenditures pertaining to facilities and equipment, financed through capital grants from Ministry of Infrastructure capital grants, operating funds, and special purpose funds. The projected total capital fund budget amounts to $26 million.

In accordance with the Accounting Practice Order of the Ministry of Education and Child Care, an annual deficit within the capital fund is permissible, as long as the annual deficit does not exceed the Local Capital reserve balance of the prior year. This deficit primarily stems from amortization expenses and the acquisition of capital assets exceeding the amortization of deferred capital revenue and budgeted local capital revenue. This provision enables the District to sustain investments in critical capital projects and uphold essential facilities and equipment to deliver high quality education to students.

Long Range Facilities Plan

The District's facilities planning follows the directions set forth in the Long Range Facilities Plan (LRFP), which was approved by the Board of Education in June 2019. The LRFP serves as a comprehensive framework guiding critical capital decisions aimed at optimizing facility usage, determining program locations, managing enrolment pressures, and addressing maintenance priorities across the District.

Informed by the LRFP, the District's annual Five-Year Capital Plan, submitted to the Ministry before the end of June each year, aligns capital investment priorities with the District's operational and educational needs. The LRFP integrates the following considerations to guide the District's capital investment and activities:

- Educational program and service requirements,
- Current and 15-year projections in enrolment and demographics,
- Operating capacities, utilization, and conditions of existing facilities,
- Current and anticipated changes in land use,
- Anticipated new initiatives required by both district and government programming changes, and
- Transportation of students following board policies.

Five-Year Capital Plan

Every year, the Board approves a five-year capital plan and submits it to the Ministry of Infrastructure prior to June 30. This annual plan serves as a basis for the Ministry to evaluate and designate priority capital projects eligible for inclusion in the government's capital plan for the ensuing fiscal year.

The District's five-year capital plan consists of the following categories:

- Major Capital Programs: include seismic mitigation program, school expansion program, school replacement program, and new school program.
- Minor Capital Funding Programs: include school enhancement program, carbon neutral capital program, school bus acquisition program, and playground equipment program.
- Building Envelope Program: include government approved projects to remediate damage to school buildings due to premature building envelope failure based on assessment reports facilitated by the government.

Capital Revenues

The District's capital revenues are funded through the following sources:

- **Bylaw Capital**: This category includes Ministry of Infrastructure capital grants drawn on Certificates of Approval (COA) for various capital projects. It includes allocations for specific projects, the capital portion of the Annual Facility Grant, funding for Carbon Neutral Capital Projects, and playground equipment funding.
- **Annual Facility Grant:** The Ministry of Infrastructure provides the Annual Facility Grant (AFG) to cover designated school capital or major maintenance upgrades. These upgrades may include roof replacements, mechanical and HVAC improvements, flooring enhancements, site enhancements, paving and lighting upgrades, as well as exterior painting upgrades.
- **School Site Acquisition Charge (SSAC)**: These funds are charged to the new residential developments according to the *Local Government Act* and *School Act*. The funds collected are designated for the purchase of new school sites as approved by the Board and supported by the ministry in accordance with the District's LRFP and five-year capital plan.
- **Local Capital Reserve**: The fund is reserved for local capital expenditures, including board approved major or minor capital projects, computer leases, technology infrastructure replacement, portable classroom relocation or acquisition, vehicle fleet replacement and equipment replacement.
- **Transfer from Operating Fund:** Funds are transferred from the operating fund to capital fund to support the purchase and replacement of capital assets including equipment and digital devices. These transactions are reflected as an inter-fund transfer from operating fund to capital fund as part of the consolidated budget.

Major Capital Projects

The table below presents major capital projects funded by the Ministry of Infrastructure and the Board of Education that are expected to be completed or in progress during the 2026/27 school year.

Facility Name	Project Description	Completion Date
Alfred Dixon Elementary	Seismic Upgrade	September 2026
John Diefenbaker Elementary	Seismic Replacement	November 2028
City Centre Elementary	Board funded new school opening renovation	September 2026

Local Capital Reserves

The Board is responsible for ensuring the District is financially protected from extraordinary circumstances that would negatively affect operations, facilities and technology infrastructure. To discharge this responsibility, the Board has established contingency reserves using operating and capital surpluses accumulated from previous years. These reserves are intended to mitigate the impact of such unforeseen events and support the District's continued stability.

In addition, the Board is responsible for supporting the procurement and life-cycle replacement of district assets that are not specifically funded by the Ministry. In many cases, these capital asset replacements require substantial financial investment, necessitating the accumulation of funds over multiple fiscal years through local capital reserves. These projects include, but are not limited to:

- Replacement of information technology equipment and infrastructure
- Server replacement
- District fleet renewal and replacement
- Facilities and shop equipment replacement
- Board funded building enhancements that exceed the scope of ministry funded major capital projects

Schedule of Local Capital Reserve	**Opening Balance**	**Planned Use**	**Closing Balance**
	July 1, 2025	**2025/26**	**June 30, 2026**
Capital Lease Obligations	7,443,425	(410,016)	7,033,409
Current Capital Projects	9,259,714	(2,740,553)	6,519,161
Contingency Reserve	2,000,000	-	2,000,000
Under Review by Board	4,341,563	107,874	4,449,437
Total Local Capital Reserve	**23,044,702**	**(3,042,695)**	**20,002,007**

Key Risk Management Considerations

The District continues to operate within an evolving fiscal and economic environment that requires ongoing monitoring, strategic planning and prudent risk management. Economic uncertainty, inflationary pressures, changing enrolment trends, global market volatility and evolving public policy continue to influence school District operations and long-term financial sustainability.

As part of its multi-year financial planning, the District regularly assesses emerging financial and operational risks that may affect its ability in the delivery of educational programs and services.

Provincial Funding and Enrolment Fluctuation

The District remains reliant on provincial operating grant funding, which is closely linked to student enrolment and provincial funding policy. Shifting demographic trends, changing migration patterns, evolving federal immigration policies and broader economic conditions continue to influence enrolment projections and future funding levels.

At the same time, school districts continue to experience cost pressures related to compensation growth, employee benefits, statutory employer contributions, inflation and service delivery requirements that may not be fully reflected within the provincial funding framework.

In response, the District continues to apply conservative enrolment forecasting, multi-year financial planning and ongoing expenditure monitoring to support long-term fiscal sustainability and alignment of resources with Board priorities.

International Education Revenue

International Education continues to represent an important supplemental revenue source supporting district operations and educational opportunities for students. However, international enrolment remains sensitive to a range of external factors, including geopolitical developments, global economic conditions, currency fluctuations, housing and homestay availability, international competition and changes to federal immigration policies and practices. These factors will continue to create uncertainty across the sector and may affect future enrolment and revenue stability.

To support financial resilience, the District continues to apply prudent enrolment projections, ongoing market analysis, student recruitment strategies, and contingency reserve planning to help mitigate potential revenue fluctuations and operational impacts.

Cybersecurity and Information Management

Cybersecurity and information management continue to be significant enterprise risk areas as educational and operational systems become increasingly dependent on digital platforms, data management services and interconnected technologies. Potential risks include cyberattacks, ransomware events, privacy breaches and operational disruptions may affect continuity of operations and the protection of sensitive information.

The District continues to strengthen its cybersecurity framework through ongoing infrastructure modernization, enhanced system monitoring, multi-factor authentication, staff awareness training, and continued investment in secure and resilient digital environments. The District also continues to strengthen governance practices related to privacy, data protection and incident response planning.

Unfunded Inflationary Cost Pressures

The District continues to experience financial pressures associated with inflation, rising utility and insurance costs, technology renewal requirements, supply chain volatility and increasing costs for educational resources and contracted services. Broader economic uncertainty, global trade instability and shifting market conditions may continue to place pressure on operating and capital expenditures over the multi-year planning horizon.

To manage these pressures, the District continues to apply disciplined financial stewardship through conservative budget assumptions, strategic procurement practices, operational efficiency reviews and multi-year financial forecasting.

Maintaining financial flexibility, organizational efficiency and prudent reserve management remains essential to supporting long-term sustainability and the continued delivery of high-quality public education services.

Contact Management

This report is designed to provide community and partner groups with a general overview of the District's budget plan and to demonstrate the District's accountability for the public funds it receives. If you have any questions about this report or need additional information, please contact SD38BudgetFeedback@sd38.bc.ca.

For more information on the budget process, please visit: (https://sd38.bc.ca/our-district/budget-finance)

For more information on the strategic plan, please visit: (Strategic Plan 2026–2030 - Richmond School District)

RICHMOND
SCHOOL DISTRICT NO.38

Richmond School District

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Richmond BC
V6Y 3E3

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SCHOOL DISTRICT NO.38

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Education Committee

Public Meeting Minutes

Wednesday, April 15, 2026 – 6:00 pm
Via Zoom

Present:

Chairperson	D. Yang
Vice-Chairperson	H. Larson
Trustee Member	R. Belleza
Alternate Member	A. Wong
Superintendent	C. Usih
Assistant Superintendent	M. Naser
District Administrator	L. Chau
Vice President, Richmond Teachers' Association	S. Boljuncic
Representative, Richmond Association of School Administrators	A. Pikkarainen
1st Vice President, Canadian Union of Public Employees 716	N. Williams
President, Richmond District Parents' Association	C. Huang
Outdoor Learning Teacher Consultant	M. Zeni
Teacher, Homma Elementary	S. Regan
Teacher, McNair Secondary	M. Wolfe
Student, McNair Secondary	
Professor and Director, UBC Human Early Learning Partnership	M. Brussoni
Executive Assistant (Recording Secretary)	J. Coronel

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

The meeting was called to order at 6:02 pm.

1. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

The minutes of the public meeting held Wednesday, February 11, 2026, were approved as circulated.

3. Staff Presentations

Assistant Superintendent Naser provided an overview of staff presentations on Outdoor Learning and introduced District Administrator Chau who provided background information on presenters.

3.1 Outdoor Learning

Dr. Megan Zeni, Outdoor Learning Teacher Consultant, provided background information on school-based outdoor learning as a hands-on and physically active approach to curricular learning. She also highlighted the benefits of outdoor learning for both students and staff.

Sarah Regan, a teacher at Homma Elementary, shared an overview of the school's Outdoor Garden and Classroom program, noting that each session balances structured learning with time for unstructured play. She also shared how outdoor learning supports students' physical, social, emotional, and cognitive development.

Michael Wolfe, a teacher at McNair Secondary, presented an outdoor learning perspective from the secondary school context. He spoke about the Mini School program at McNair and described how outdoor trips are organized.

A McNair Secondary student shared their experiences in the Mini School program, including learning gained from outdoor trips and the range of outdoor learning opportunities available at the school and in the surrounding community.

3.2 Catalyst Outdoor Play and Learning Study

Dr. Mariana Brussoni, Professor and Director, Human Early Learning Partnership at UBC, along with Dr. Zeni, presented findings from their research to better understand children's thoughts and experiences about outdoor learning and parents' perspectives on outdoor learning.

Dr. Brussoni also shared results from a district-wide teacher survey regarding their overall comfort of teaching outdoors, key student outcomes from outdoor play and learning, availability of outdoor learning resources, and school culture toward outdoor learning, among others. She highlighted that school administrative support is a key factor influencing teachers' willingness to teach outdoors.

In response to a question from the President of Richmond District Parents Association, District Administrator Chau clarified that the incentive outdoor program is currently offered at MacNeill Secondary.

Dr. Zeni responded to a trustee's question regarding improving access to outdoor learning for students with limited socioeconomic means. She noted that an asset review of all outdoor play and learning spaces across the district is underway to support equitable access for all schools.

The Vice President of Richmond Teachers Association suggested that inquiry grants could be explored to support outdoor learning initiatives across the district.

Ms. Pikkarainen from Richmond Association of School Administrators inquired on how principals and vice principals can provide support in growing a culture of outdoor learning across the district. The Superintendent echoed the statements of trustees and the student from McNair Secondary that outdoor learning provides diverse and meaningful opportunities for student learning.

Trustees and partner group representatives expressed their appreciation for the highly informative presentation and recognized outdoor learning as an engaging and beneficial approach that supports both student learning and teaching practice.

4. Next Meeting Date – Wednesday May 13, 2026 at 6:00 pm

5. Adjournment

The meeting adjourned at 7:03 pm.

Respectfully Submitted,

David Yang
Chairperson, Education Committee

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

Facilities and Building Committee

Public Meeting Minutes

Wednesday, April 1, 2026 - 4:30 pm
Via Zoom

Present:

Chairperson	K. Hamaguchi
Vice Chairperson	D. Tabolotney
Trustee Member	A. Wong
Trustee	H. Larson
Superintendent	C. Usih
Secretary Treasurer	C. Wang
Director, Richmond Project Team	J. Ho
Director, Facilities Services	K. Wilkins
President, Richmond Teachers' Association	L. Baverstock
President, Richmond District Parents Association	C. Huang
President, Richmond Association of School Administrators	N. Widdess
Representative, Richmond Management and Professional Staff	J. Canlas
Executive Assistant (Recording Secretary)	J. Coronel

The meeting was called to order at 4:32 pm.

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. Approval of Agenda

The agenda was adopted as circulated.

2. Approval of Minutes

Minutes from the March 4, 2026 meeting was approved as circulated.

3. Facilities Planning Update (standing item)

The President, Richmond District Parents Association inquired about secondary school boundary changes, and was advised by the Secretary Treasurer to direct parents' concerns to Central Registration.

The President of Richmond Teachers' Association inquired on the scope of the secondary school boundary review process. The Secretary Treasurer noted that a board approved process has not yet been established.

The Director, Richmond Project Team then responded to trustee's question regarding transfer requests for the new City Centre school.

4. Capital Projects Update (standing item)

The Director, Richmond Project Team spoke to his report as included in the agenda package and highlighted the completion of the Debeck seismic and building envelope upgrades.

5. Facilities Services Update (standing item)

In response to a question from the President, Richmond District Parents Association, the Director, Richmond Project Team explained that the City is currently conducting a traffic impact assessment in the City Centre school area in alignment with the neighbouring commercial development.

6. Minutes for Information

(a) **Child Care Development Advisory Committee Meeting**

Minutes of Meetings held January 7, 2026 were attached for information.

7. Next Meeting Date – May 6, 2026 at 4:30 pm

8. Adjournment

The meeting adjourned at 4:44 pm.

Respectfully Submitted,

Ken Hamaguchi
Chairperson, Facilities and Building Committee

RICHMOND
SCHOOL DISTRICT NO.38

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

Finance and Legal Committee

Public Meeting Minutes

Wednesday, April 15, 2026 – 10:00 am
Via Zoom

Present:

Vice Chairperson	D. Sargent
Trustee Alternate	R. Belleza
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
Executive Director, Human Resources	T. Major
1st Vice President, Richmond Teachers' Association	S. Wenglowski
President, Canadian Union of Public Employees 716	S. Robinson
President, Richmond District Parents Association	C. Huang
Representative, Richmond Management and Professional Staff	R. Corbin
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

Chairperson	A. Wong
Trustee Member	K. Hamaguchi

The meeting was called to order at 10:00 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

The minutes of the public meeting held Wednesday, February 11, 2026, were approved as circulated.

3. Human Resources Update

The Executive Director, Human Resources (HR) spoke to her report as included in the agenda package.

The Vice Chairperson acknowledged the district is facing challenging times and thanked staff, school communities, and partner groups for their ongoing engagement and collaboration.

The Executive Director, HR then responded to questions from the President, RDPA regarding projected student enrolment and Individualized Education Plan (IEP) support within school-based staffing.

She also responded to trustees' questions regarding staffing allocations, enrolment responsiveness, and anticipated Educational Assistant support needs.

4. Trustees' Expenses for the 3 Months Ending March 31, 2026

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

The Committee agreed to forward the following recommendation to the Board:

> **WHEREAS** the Board of Education of School District No. 38 (Richmond) 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 March 31, 2026, in the amount of $7,177.92.

5. Next Meeting Date – Wednesday, May 13, 2026 at 10:00 am

6. Adjournment

The meeting adjourned at 10:13 am.

Respectfully Submitted,

Donna Sargent
Vice Chairperson, Finance and Legal Committee

RICHMOND
SCHOOL DISTRICT NO.38

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

Report to the Board of Education (Public)

Date: May 20, 2026

From: Debbie Tabolotney, Trustee, Chairperson of Policy Committee

Subject: **Policy 701.11-R: Naming and Renaming of Schools and District Facilities**

NOTICE OF MOTION TO JUNE 17, 2026 MEETING OF THE BOARD OF EDUCATION

This is a Notice of Motion that a RECOMMENDATION will be presented at the June 17, 2026 Public meeting of the Board of Education to approve revisions to ***Policy 701.11-R: Naming and Renaming of Schools and District Facilities.***

BACKGROUND:

Over the past several years, the topic of school renaming has been raised by members of the school community. This matter has gained increased attention across the country, reflecting broader discussions about the naming of public institutions. In response, the board has consistently supported the development of a policy for renaming schools and district facilities, recognizing the importance of having a clear and inclusive process in place.

Work was initiated in 2020-2021 by the former superintendent and deputy superintendent. With board support, the work was paused to allow for the development of a district diversity, equity, and inclusion policy. On May 25, 2025, Policy 102: Diversity, Equity, and Inclusion was adopted by the Board of Education. It was determined that it would be important to have Policy 102 adopted to ensure alignment with a future renaming policy.

POLICY REVIEW:

Staff have conducted a broad search of renaming policies throughout British Columbia school districts. The review revealed that the majority of school districts in BC have not to date developed school renaming policies and/or procedures. There are however a few good exemplars (e.g., North Vancouver, New Westminster, Vancouver). In addition, staff reviewed district policies from Calgary and Toronto. The policies of the district listed above have informed the development of the attached draft renaming policy.

At the February 18, 2026, public board meeting, the board approved the draft rewrite of Policy 701.11-R for entry into the partner group review process which took place from February 19, 2026, to April 10, 2026. During this period, staff received feedback from the Richmond Teachers' Association (RTA) which was subsequently shared at the April 13, 2026 Policy Committee In-Camera and May 11, 2026 Policy

Committee Public meetings. The RTA's proposed revisions and comments have been incorporated into the draft rewrite.

IMPORTANT POLICY ELEMENTS:

Recognizing that renaming of schools and district facilities can be controversial, it is critically important that policy development reflect a commitment to honouring diverse viewpoints while fostering a sense of belonging amongst all members of the school community. Prioritizing education, engagement, and respect for historical context, while balancing contemporary values that contribute to a positive and inclusive learning environment is the goal of an effective renaming policy.

LEGISLATIVE CONSIDERATIONS:

School Act - Section 85: Power and Capacity
For the purposes of carrying out its powers, functions, and duties under the School Act, a board has the power and capacity to determine local policy.

PROPOSED TIMELINE:

Dates	Meeting	Comments
June 9, 2025	Policy Committee (In-Camera)	Proposed timeline shared with the committee.
June 18, 2025	Board of Education (In-Camera)	Proposed timeline shared with trustees.
September 15, 2025	Policy Committee (Public)	Proposed timeline shared with partner groups.
October 30, 2025		Complete review on renaming (examine best practices in B.C. and other jurisdictions in Canada).
November 10, 2025	Policy Committee (In-Camera)	Revised proposed timeline shared with trustees.
November 10, 2025	Policy Committee (Public)	Revised proposed timeline shared with partner groups.
January 12, 2026	Policy Committee (In-Camera)	Policy report (incorporating review of other district renaming policies) and draft policy shared with the committee. Opportunity for trustee feedback.

February 9, 2026	Policy Committee (Public)	Policy report and draft policy incorporating trustee feedback shared with the committee. Recommendation to place into partner group review process from February 19, 2026, to April 10, 2026.
February 18, 2026	Board of Education (Public)	Possible board approval for entry into partner group review process from February 19, 2026, to April 10, 2026.
February 19, 2026, to April 10, 2026		Partner group review process.
April 13, 2026	Policy Committee (In-Camera)	Draft policy rewrite incorporating partner group input brought to the committee.
April 22, 2026	Board of Education (In-Camera)	Draft policy rewrite incorporating partner group input shared with the board.
May 11, 2026	Policy Committee (Public)	Final revisions based on partner group and trustee feedback brought to the committee, with a possible Recommendation for Notice of Motion for approval at the May Board of Education (Public) meeting.
May 20, 2026	Board of Education (Public)	Possible Notice of Motion for final approval of draft policy rewrite at June Board of Education (Public) meeting.
June 17, 2026	Board of Education (Public)	Recommendation for final approval of policy rewrite.

Respectfully Submitted,

Debbie Tabolotney
Trustee, Chairperson of Policy Committee

Attachments:
1. *Draft rewrite of Policy 701.11-R*
2. *Current version of Policy 701.11-R*

RICHMOND
SCHOOL DISTRICT NO.38

Regulation

Governance

Policy 701.11-R

Naming of Schools and District Facilities

The Richmond Board of Education recognizes that schools and district facilities are an integral part of the community in which they are located. Community pride and involvement in the naming process serves to deepen the connection between the school district and community. As such, the naming of a school or district facility will be decided by the board following its commitment to robust consultation with students, parents/guardians, partner groups[1], and the community.

The Board of Education is committed to reconciliation and decolonization as outlined in Policy 102.

Guiding Principles

1. The Board of Education reserves the right to name schools and district facilities.

2. The relationship between the school or district facility and the land on which it is located is significant in the naming process.

3. In selecting a place-based name that acknowledges and honours Indigenous history, it is essential to seek early engagement with the appropriate rights holder(s).

4. Generally, schools and district facilities will not be named after individuals.

5. If naming after an individual, consideration will be given to Indigenous Peoples and historically under-represented communities such as visible minorities and women.

6. Schools and district facilities will not be named after a living person.

   The Board of Education reserves the right to remove a name in the event of an exceptional circumstance. **Exceptional circumstances** are defined for the purpose of this policy to mean, where any of the following applies:

   a. the existing name no longer aligns with the board's vision, mission, and value; or

   b. the existing name no longer reflects the values, culture, and significance of the school population or community in which the facility is located

7. Existing or rebuilt schools and district facilities or parts of facilities will only be renamed in exceptional circumstances (see #7 above).

8. A school or facility name that is in use in a neighbouring district is to be avoided.

9. Following the selection of a school name, secondary schools will officially use the designation "Secondary School", while elementary schools will use the designation "Elementary School."

Adopted: 05 March 1990
Revised: 21 October 2002;

10. An education and communication plan will be developed and implemented to support understanding of the historic significance of a new school or district facility name and to teach the proper pronunciation of the name given.

A. Naming of New Schools and District Facilities

1. When the need to name a new school or district facility arises, a Naming Committee of the Board shall be formed, whose mandate it will be to recommend to the board a suitable name for the school or district facility. Prior to commencing the process, the district will share this information with the Indigenous rights holders and the district's Indigenous Education Council.

2. The Naming Committee will consist of:

   - Two Trustees - one will be the committee chairperson
   - Assistant Superintendent who will be responsible for the new school
   - Director of Facilities Services
   - Director of Communications and Marketing
   - One representative from each partner group (i.e., CUPE, RASA, RDPA, RMAPS, RTA)
   - Two student representatives who will be attending the school

3. The Naming Committee of the Board will:

   (a) establish a communications strategy to seek input (i.e., naming suggestions and rationale) from the public. The designed communication strategy will advise the public of the following:

      (i) that all submissions by members of the public will be held in confidence.

      (ii) that there is no limitation as to the number or type of suggestions that will be received by the board.

      (iii) that submissions include a rationale or explanation for the proposed name.

      (iv) that submissions should be sent to the attention of the secretary-treasurer.

      (v) that submissions will be received from members of the public for a period of three months. The communications strategy will state the closing date by which submissions must be received.

      (vi) that a decision will be made by the board within twelve months of the initiation of the communications strategy, whenever possible.

      (vii) that the decision of the board will be made by resolution at an in-camera meeting and that a public announcement will be made at the next public meeting of the board.

(b) receive in confidence all submissions from members of the public and provide a summary of the submissions received, or previously received, regarding the naming and will provide such summary to the board at the next available in-camera meeting after the closing date for submissions.

(c) within one month of the closing date for submissions, establish a draft shortlist of names to be considered and forward all details of the shortlisted submission to the board along with a summary of all of the submissions that have been received.

(d) following board approval of a shortlist, the committee will undertake the research it deems necessary to provide the board with further background to the shortlisted names.

(e) provide the board at an in-camera meeting, within six months of the closing date for submissions, the background associated with each shortlisted submission along with its recommendation and a draft press release.

(f) The board is not bound by the recommendation of the committee.

4. After receiving, at an in-camera meeting, the background associated with each shortlisted submission, the board may, in accordance with Policy 201 (section 7.7 Committee of the Whole), resolve itself into a Committee of the Whole for the consideration of the Naming Committee's recommendation.

5. The board will, by resolution, vote in-camera on the naming of a new school or district facility.

6. If approved, the board will announce the name of the new school or district facility at its next public meeting.

B. Naming of Parts of Board-Owned Facilities

The board may contemplate naming part of a board-owned facility on its own initiative or at the suggestion of a member of the public, at which point it will determine the necessity of asking for submissions of names from the public. If the board decides to seek submissions from the public, it may follow the same process as that listed for the naming of new schools or district facilities in section A of this policy.

C. Renaming of Schools and District Facilities

The district will consider proposals to rename schools and district facilities, only in **exceptional circumstances**. Any decision to rename a school or district facility must follow the guiding principles set out in this policy. Written proposals to rename a school or district facility can be initiated by the school administration, staff, students, the Parent Advisory Council, district staff, and community members.

Exceptional circumstances are defined for the purpose of this policy to mean, where any of the following applies:

a. the existing name no longer aligns with the board's vision, mission, and values; or

b. the existing name no longer reflects the values, culture, and significance of the school population or community in which the facility is located

1. Proposals must be submitted to the Office of the Secretary-Treasurer.

2. Upon receipt of a renaming proposal, the secretary-treasurer will inform the superintendent, who will convene a meeting with the board chairperson and vice-chairperson (or alternate), to determine if the renaming proposal is deemed to qualify as an exceptional circumstance.

3. (a) If it is determined that the renaming proposal does not qualify as an exceptional circumstance, the board chairperson will inform the board at the next in-camera meeting.

   (b) If the board decides that the renaming proposal does not qualify as an exceptional circumstance, then the matter will be closed. The superintendent or designate will communicate with the individual or group contact who submitted the proposal regarding the process and rationale for the decision.

   (c) If it is determined that the proposal does qualify as an exceptional circumstance, then the superintendent will bring the proposal to the next in-camera meeting of the board for consideration of activating a Renaming Committee for further consideration.

4. If the board, by resolution, determines that a Renaming Committee will be formed, the processes set out in section A. Naming of a Schools and District Facility will be followed, with the exception (if the matter is school related) of the committee composition which will be modified with a focus on representation from the school that is being considered for renaming.

   (a) The Renaming Committee when school related will consist of:

   - Two Trustees - one will be the committee chairperson
   - Assistant Superintendent who will be responsible for the school
   - Director of Facilities Services
   - Director of Communications and Marketing
   - One representative from each partner group with a school focus where appropriate (i.e., CUPE, RASA, RDPA, RMAPS, RTA)
   - Two student representatives from the school

[1] In the Richmond School District, the term "partner groups" includes our Indigenous rights holders and all officially recognized education partner representatives for Canadian Union of Public Employees (CUPE) 716, Richmond Association of School Administrators (RASA), Richmond District Parents Association (RDPA), Richmond Management and Professional Staff (RMAPS), and the Richmond Teachers' Association (RTA). Official representatives from partner groups participate on behalf of their members in committee meetings, engagements, and other activities to provide valuable input, feedback, and advice to the district. The Richmond School District values input from partner groups and voice from all

members of the school community, including students, parents/guardians, and employees. Where appropriate, the Richmond School District will provide opportunities for public engagement to ensure all individuals can provide input to the district.

Adopted: 05 March 1990
Revised: 21 October 2002;

RICHMOND
SCHOOL DISTRICT NO.38

Regulation

FACILITIES

Policy 701.11-R
(previously Policy 901.11-R)

Naming of Board-Owned Facilities or Parts of Board-Owned Facilities

A. Naming of a New Board-Owned Facility

1. When planning funding is announced by the Provincial Government for the construction of a new Board-owned facility, a Special Committee of the Board shall be formed, in accordance with Board Policy 201 (Special Committees of the Board), whose mandate it will be to recommend to the Board a suitable name for the facility in accordance with policy.

2. This committee will consist of:

   (a) Two Trustees - the first named will be the Committee Chairperson; and

   (b) Staff member(s) as deemed appropriate.

3. The Special Committee of the Board will:

   (a) place appropriate advertisements in the local and provincial print media seeking input of the public (public to include members of the community, parents, students, employees). The advertisement will advise the public of the following:

      (i) that all submissions by members of the public will be held in confidence.

      (ii) that there is no limitation as to the number or type of suggestions that will be received by the Board.

      (iii) that submissions include, where possible, rationale or explanation of the proposed name.

      (iv) that submissions should be sent to the attention of the Secretary Treasurer.

      (v) that submissions will be received from members of the public for a period of three months. The advertisement will state the closing date by which submissions must be received.

      (vi) that a decision will be made by the Board within twelve months of placement of this advertisement, whenever possible.

      (vii) that the decision of the Board will be made by resolution at an in-camera meeting and that a public announcement will be made at the next public meeting of the Board.

Adopted: 05 March 1990
Revised: 21 October 2002

(b) receive in confidence all submissions from members of the public and provide a summary of the submissions received, or previously received, regarding the naming and will provide such summary to the Board at the next available in-camera meeting after the closing date for submissions.

(c) within one month of the closing date for submissions, establish a draft shortlist of names to be considered and forward all details of the shortlisted submission to the Board along with a summary of all of the submissions that have been received.

(d) following Board approval of a shortlist, the Special Committee will undertake the research it deems necessary to provide the Board with further background to the shortlisted names.

(e) provide the Board at an in-camera meeting, within six months of the closing date for submissions, the background associated with each shortlisted submission along with its recommendation and a draft press release.

4. After receiving, at an in-camera meeting, the background associated with each shortlisted submission, the Board may, in accordance with Board Policy 201 (Committee of the Whole), resolve itself into a Committee of the Whole for the consideration of the Special Committee's report.

5. The Board will, by resolution, vote in-camera on the naming of Board-owned facilities.

6. The Board will announce the new name of a Board-owned facility at its next public meeting.

B. Naming of Parts of Board-Owned Facilities

The Board may contemplate naming part of a Board-owned facility on its own initiative or at the suggestion of a member of the public, whereupon it will determine the necessity of asking for submissions of names from the public. If the Board decides to seek submissions from the public, it may follow the same process as that listed for the Naming of a New Board-Owned Facility.

Adopted: 05 March 1990
Revised: 21 October 2002

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

Policy Committee

Public Meeting Minutes

Monday, April 13, 2026 – 11:00 am
Via Zoom

Present:

Chairperson	D. Tabolotney
Vice Chairperson	H. Larson
Trustee Member	D. Yang
Trustee	A. Wong
Superintendent	C. Usih
President, Richmond Teachers' Association	L. Baverstock
Vice President, Richmond Association of School Administrators	A. Goulas
President, Canadian Union of Public Employe 716	S. Robinson
Chair, Richmond Management and Administrative Professionals	K. Gibson
Vice President, Richmond District Parents Association	A. Gong
Member at Large, Richmond District Parents Association	K. Ching
Executive Assistant (Recording Secretary)	J. Coronel

The Chairperson called the meeting to order at 11:00 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 February 9, 2026 were approved as circulated.

3. Status of Current and Anticipated Items

A Status of Current and Anticipated Items was attached to the agenda package. In response to a question from the President of Richmond Teachers' Association, the Superintendent clarified that the Policy 701.12-G: Official School Openings will be presented for information at the April public board meeting.

4. Next Meeting Date – Monday, May 11, 2026 at 11:00 am.

7. Adjournment

The meeting adjourned at 11:14 am.

Respectfully Submitted,

Debbie Tabolotney
Chairperson, Policy Committee