Richmond School District
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Board of Education

Public Meeting Minutes

Wednesday, November 19, 2025 – 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. Tablotney
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
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 7:35 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. Recognition of Visitors, Announcements, Trustees' Updates

(a) Recognition of Visitors

Nil.

(b) Announcements

Trustee Larson: As we reflect on the past year, we are reminded of countless moments where our school and district leaders have made a difference.

December 5 is dedicated to celebrating the outstanding contributions of our leadership and management staff. We extend our heartfelt gratitude to each of you for your unwavering commitment to our school district and the well-being of our students.

Each day you navigate our educational system with resilience and vision. Your leadership continues to shape the future of our schools and positively impact the lives of students, employees, and families across our community. The positive and inclusive environment you foster is a testament to your dedication.

Thank you for your tireless efforts, innovative thinking, and the countless hours you invest to make our district a better place. Your leadership remains the cornerstone of our collective success, and we are truly fortunate to have such a talented and passionate team guiding us forward.

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

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

2. Adoption of Agenda

180/2025 MOVED BY D. SARGENT AND SECONDED A. WONG:

THAT the Wednesday, November 19, 2025 regular agenda of the Board of Education be adopted as circulated.

CARRIED

3. Presentations, Briefs, Special Recognition

(a) **Presentations**

Nil.

(b) **Briefs**

Nil.

(c) **Special Recognition**

Nil.

4. Questions from the Public

A representative from the Richmond District Parents' Association asked about the rationale for references to Indigenous spiritual concepts in the draft Digital Literacy for an AI-Enabled World curriculum, and the Superintendent noted that staff will follow up with a response.

5. Executive

The Superintendent highlighted ongoing celebrations of "Moments of Excellence" on the district website and thanked staff and the Communications team for showcasing student learning. He also

reported on the return of the sister city exchange program with Wakayama, Japan, noting that 29 visiting students are participating in activities at several secondary schools and in the community, strengthening cultural understanding and global citizenship.

6. Approval of Minutes of Prior Meetings

(a) A record of an in-camera meeting of the board held Wednesday, October 22, 2025 was included for information.

(b) Regular meeting of the board held Wednesday, October 22, 2025

Trustee Wong noted an amendment regarding the point of order recorded in the minutes and clarified her position with D.A.R.E. BC.

181/2025 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education approve the Minutes of Wednesday, October 22, 2025 regular meeting as amended.

CARRIED

7. Business Arising from Prior Minutes

Nil.

8. New Business

(a) **RECOMMENDATION – Revision to the Date for Approval of New City Centre School Catchment**

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

Trustees expressed support for revising the approval date for the new City Centre school catchment boundaries from November 19, 2025 to January 21, 2026, noting the importance of allowing additional time for staff work, information gathering, and ensuring the board is fully informed before making a decision.

182/2025 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT the Board of Education revise the date for approval of the new city centre school catchment boundaries from November 19, 2025 to January 21, 2026.

CARRIED

(b) **NOTICE OF MOTION – Establishment of a District Student Council (DSC)**

Trustee Belleza gave a notice of motion that the following motion will be presented at the January 21, 2026 public board meeting:

Be it resolved that the Board of Education of School District No. 38 (Richmond) approve the establishment of a District Student Council (DSC) to enhance student voice, leadership, and engagement at the district level.

Be it further resolved that:

1. Each secondary school elect one or two student representatives to serve on the DSC. (Grade 11 and Grade12 recommended);
2. A District Staff Liaison and Trustee Representative be appointed to support the DSC;
3. The DSC meet regularly and report to the Board through an annual presentation or written report; and
4. The DSC will be launched for the 2026-2027 school year, with planning and coordination beginning in 2026.

9. Questions from the Public

Liz Baverstock, President, Richmond Teachers' Association inquired whether Policy 501 and its regulations will undergo a broader review and suggested updating residency definitions to ensure all students are recognized and supported.

10. Standing Committee Reports

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

The next meeting is scheduled for Tuesday, January 6, 2026, at 3:30 pm.

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

(i) **RECOMMENDATION**: Board Authority Authorized (BAA) Course – Digital Literacy for an AI Enabled World.

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

In response to trustee questions, staff noted the course was developed based on student interest and will incorporate student input. If approved, it could be offered at other district secondary schools, with scheduling adjustments as needed. Trustees expressed appreciation for the teachers' work in developing the course.

183/2025 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education approve the newly developed Board Authority Authorized Course: Digital Literacy for an AI Enabled World for implementation in the 2026/27 school year.

CARRIED

(ii) Minutes of the meeting held on October 15, 2025, were attached for information.

A meeting was held on Wednesday, November 12, 2025. The next meeting is scheduled for Wednesday, January 14, 2026, at 6:00 pm.

(c) **Facilities and Building Committee**
Chairperson: Ken Hamaguchi
Vice Chairperson: Heather Larson

(i) Minutes of the meeting held on October 1, 2025, were attached for information.

A meeting was held on Wednesday, November 5, 2025. The next meeting is scheduled for Wednesday, December 3, 2025, at 4:30 pm.

(d) **Finance and Legal Committee**
Chairperson: Donna Sargent
Vice Chairperson: Debbie Tablotney

(i) **RECOMMENDATION**: 2026/27 Annual Budget Process and Timeline.

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

Trustees expressed support for the revised budget approval timeline, noting it provides additional time for public input, allows for greater certainty from the province, and supports informed decision-making. Trustees emphasized the importance of transparency and the opportunity for meaningful consultation.

184/2025 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT the Board of Education approve the 2026/27 Annual Budget process and timeline as presented in this report.

CARRIED

(ii) Minutes of the meeting held on October 15, 2025, were attached for information.

A meeting was held on Wednesday, November 12, 2025. The next meeting is scheduled for Wednesday, January 14, 2026, at 10:00 am.

(e) **Policy Committee**
Chairperson: Debbie Tablotney
Vice Chairperson: David Yang

(i) **RECOMMENDATION**: Policy 501.8-R/501.8-G: Student Admission, Registration, Placement and Transfer.

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

Discussion ensued on the recommendation. Trustees acknowledged the importance of partner and public consultation, policy updates, and transparency, with some supporting and others expressing concerns.

185/2025 MOVED BY D. TABLOTNEY AND SECONDED BY D. YANG:

THAT the Policy Committee recommends to the Board of Education that revised ***Policy 501.8-R/501.8-G: Student Admission, Registration, Placement and Transfer*** be referred to Partner Group Review Process for the period of November 20, 2025 to January 9, 2026.

CARRIED
NEGATIVE: D. SARGENT

(ii) Minutes of the meeting held on October 14, 2025, were attached for information.

A meeting was held on Monday, November 10, 2025. The next meeting is scheduled for Monday, January 12, 2026, at 11:00 am.

11. Board Committee and Representative Reports

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

A meeting was held on Wednesday, November 5, 2025, at 9:30 am. Trustee Sargent highlighted the Traffic Safety Advisory Committee's report, noting the development of a brochure in collaboration with ICBC to support school traffic safety.

(b) **BCSTA**

Trustee Academy is scheduled for November 27-29, 2025 at the Westin Bayshore, Vancouver.

(c) **BCPSEA**

BCPSEA Annual General Meeting is scheduled for January 29, 2026. Trustee Tablotney noted she is registered to attend and added that she and Trustee Sargent attended the Symposium and will share information from the workshops with trustees.

12. Correspondence

(a) For action:

Nil.

(b) For information:

(i) Board Advocacy Letter to the Mayor and Councillors of the City of Richmond on School Traffic Safety dated October 28, 2025.

(ii) Response Letter from the Mayor on School Traffic Safety dated November 5, 2025.

Trustee Yang acknowledged the Mayor's response regarding school traffic safety and emphasized the need for further action beyond informational brochures. He encouraged community members to share their views with municipal leaders and noted that district staff are investigating opportunities for additional enhancements on school properties.

13. Adjournment

186/2025 MOVED BY A. WONG AND SECONDED BY H. LARSON:

THAT the regular meeting of Wednesday, November 19, 2025 of the Board of Education be adjourned at 8:29 pm.

CARRIED

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K. HAMAGUCHI
Chairperson

C. WANG
Secretary Treasurer