

**FINANCE AND LEGAL COMMITTEE
PUBLIC MEETING AGENDA**

DATE: WEDNESDAY, NOVEMBER 18, 2020

TIME: 11:00 AM

LOCATION: ZOOM MEETING LINK

The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmiñəm (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

- 1. ADOPT AGENDA**
- 2. APPROVE MINUTES**
Attachment: Public minutes from meeting held September 16, 2020
- 3. HR STAFFING UPDATE**
Information to be distributed prior to meeting
- 4. TRUSTEES' EXPENSES FOR THE MONTH ENDING SEPTEMBER 30, 2020**
Attachment - Assistant Secretary Treasurer
- 5. DRAFT 2021-2022 BUDGET PROCESS**
Attachment – Secretary Treasurer
- 6. NEXT MEETING DATE – WEDNESDAY JANUARY 20, 2021 at 11:00 am**
- 7. ADJOURNMENT**

School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3

FINANCE & LEGAL COMMITTEE PUBLIC MEETING MINUTES

Minutes of a **PUBLIC** meeting of the Finance & Legal Committee held via Zoom meeting link, on Wednesday, September 16, 2020 at 11:00 a.m.

Present:

Ken Hamaguchi, Committee Chairperson
Richard Lee, Committee Vice-Chairperson
Norm Goldstein, Trustee Alternate
Debbie Tablotney, Trustee
Heather Larson, Trustee
Roy Uyeno, Secretary Treasurer
Maria Fu, Assistant Secretary Treasurer
Laura Buchanan, Executive Director, Human Resources
Frank Geyer, Executive Director, Planning and Development
Liz Baverstock, President, Richmond Teachers' Association
Ian Hillman, President, CUPE
Stacey Robinson, Vice President, CUPE
Mark Hoath, President, Richmond Association of School Administrators
Kelly Gibson, Co-President, Richmond Management Administrators Professional Staff
Taffy Jackson, Co-President, Richmond Management Administrators Professional Staff
Dionne McFie, President, Richmond District Parents Association
Wanda Plante, Executive Assistant (Recorder)

Regrets: Lynne Farquharson, Past President, Richmond Retired Teachers' Association

The Chairperson called the meeting to order at 11:05 am

1. APPROVAL OF AGENDA

The agenda was adopted as circulated.

2. APPROVAL OF MINUTES

The minutes of the May 13, 2020 public meeting were approved as circulated.

3. HUMAN RESOURCES STAFFING UPDATE

The Executive Director, Human Resources updated attendees on teacher staff levels at elementary and secondary schools noting that we are well underway to having remote transition teaching for grade 8 and 9 students. She further updated that the district has a robust program in place and that newly hired teaching staff will be ready for students September 21, 2020. The Executive Director, Human Resources advised that due to a separate process, there are a significant number of elementary students learning at home on a transition program. She further advised that we have staff processes underway for additional in-school support and for transition learning to maintain and build relationships to lead up to the end of January 2021 upon the return of all students.

The RTA President appreciates the pivot to support transitional learners and noted that all students will be well supported.

Discussion regarding educational assistants and continued student support ensued.

4. TRUSTEES' EXPENSES

Following a brief discussion, it was agreed to forward the following:

RECOMMENDATION

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 June 30, 2020, in the amount of \$870.00.

5. 2019-2020 BUDGET ADJUSTMENTS UPDATE

The Assistant Secretary Treasurer spoke to her report as included with the agenda package updating attendees on the status of the 2019-2020 budget that the Board approved during the budget process. She further advised that due to Covid-19, and unspent one time items to be spent by June 30, 2020 will be carried over to the 2021 year for completion of these projects.

6. MINISTRY OF EDUCATION SAFE RETURN TO SCHOOL GRANT

The Secretary Treasurer advised attendees that a new Safe Return to School Grant totaling \$1,456,347 was allocated by the Ministry of Education to the Richmond school district as part of Provincial one-time funds announced in August 2020 to support the safe return to school Initiative. He further advised that funding allocations will be used for additional reusable masks/shields, improved hand hygiene, cleaning supplies, cleaning frequency and computers and assistive technology for school district students.

7. FEDERAL SAFE RETURN TO CLASS FUND

The Secretary Treasurer advised the Federal Safe Return to Class Fund announced September 3, 2020 totaling \$242.4 million by the Ministry of Education for BC in one time federal funding for the 2020-21 school year. He further advised the allocation of \$7.4 million for the Richmond school district will provide flexibility to ensure a safe return to students in areas that have been identified in instructional support, learning resources, health and safety, transportation and before and after school child care.

The Secretary Treasurer advised the Federal Safe Return to Class Fund will be used to support the delivery of online and remote learning options including, hiring additional teachers and staff, added health and safety training for staff, enhanced cleaning support, increased custodial support and staff and student mental health support.

Discussion ensued on transportation strategies, installation of plexiglass and other barriers, inequities with federal funding and unique Richmond demographics.

8. SELECT STANDING COMMITTEE REPORT ON BUDGET 2021

A Report on the Budget 2021 Consultation was included with the agenda package and the Secretary Treasurer spoke to it highlighting the four key messages that were jointly presented by the Board and Stakeholders to the Select Standing Committee.

- Increased Funding to Support Vulnerable Students
- Fair and Equitable Funding Formula
- Continued Support and Investment in Seismically Safe Schools
- Support for Health & Safety of Students and Staff

The Secretary Treasurer advised attendees that several speaking points by our Board and stakeholders were highlighted in the report including seismic upgrade funding regarding Capital Funding; the elimination of the Vulnerable Student supplement and

the reduction of the Education Plan resulting in a significant loss in vulnerable student funding; and finally Funding Formula and Operational Funding, impact of covid regarding international students and support of a new funding allocation model that aims to provide funding that is responsive, equitable, stable, predictable, transparent and accountable.

9. NEXT MEETING DATE – WEDNESDAY, OCTOBER 21, 2021

10. ADJOURNMENT

The meeting adjourned at 12:11 pm.

Respectfully Submitted,

Ken Hamaguchi, Chairperson
Finance & Legal Committee

Report to the Finance and Legal Committee
Public

DATE: November 9, 2020

FROM: Maria Fu, Assistant Secretary Treasurer

Trustees' Expenses for the Three Months Ending September 30, 2020

RECOMMENDATION

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 September 30, 2020, in the amount of \$870.00.

BACKGROUND

Pursuant to the *School Act*, the board is required to approve by resolution expenses incurred by Trustees.

During the three-month period ended September 30, 2020 expenses totaling \$870.00 were paid to the Trustees.

In accordance with the requirements of the *School Act*, would the Finance & Legal Committee please consider the recommendation noted.

FINANCIAL IMPACT

Charges to the Board for the three-month period ending September 30, 2020, total \$870.00.

CONCLUSION

The Finance & Legal Committee recommends the Board approve Trustees' expenses for the three months ending September 30, 2020.

Respectfully submitted,

Maria Fu
Assistant Secretary Treasurer

TRUSTEES EXPENSES

DATE	DESCRIPTION	N. GOLDSTEIN	K. HAMAGUCHI	H. LARSON	R. LEE	S. NIXON	D. SARGENT	D. TABLOTNEY	TOTAL
2020-07-08	Cell phone reimbursement - July 2020	40.00	50.00	50.00	50.00	50.00		50.00	290.00
2020-08-05	Cell phone reimbursement - Aug 2020	40.00	50.00	50.00	50.00	50.00		50.00	290.00
2020-09-02	Cell phone reimbursement - Sept 2020	40.00	50.00	50.00	50.00	50.00		50.00	290.00
	TOTALS PAID: July 1 to Sept 30, 2020	120.00	150.00	150.00	150.00	150.00	0.00	150.00	870.00

**School District No. 38 Richmond
Draft 2021/2022 Budget Process Timeline**

