

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION  
OF SCHOOL DISTRICT NO 38 (RICHMOND)  
7811 GRANVILLE AVENUE, RICHMOND, BC (via ZOOM)  
ON WEDNESDAY, OCTOBER 28, 2020  
AT 7:00 P.M.**

Present: Chairperson	K. Hamaguchi
Trustees	S. Nixon
	N. Goldstein*
	H. Larson
	D. Sargent
	R. Lee*
	D. Tablotney
	S. Robinson
	R. Ryan
	R. Uyeno
Superintendent of Schools	L. Archer*
Deputy Superintendent	C. Brautigam*
Secretary Treasurer	F. Geyer
Assistant Superintendent	R. Laing
Assistant Superintendent	D. Sadler
Executive Director, Facilities Services	S. Sephton*
Executive Director, Learning & Business Technology	R. Steward*
Director, Communications & Marketing	C. Cleary
Director, Richmond International Education	
Director of Instruction, Learning Services	
Recording Secretary	

*\*via Zoom*

*The Chairperson called the meeting to order 7:03 pm*

***The Richmond Board of Education acknowledged and thanked the First Peoples of the hənq̓əminəm' (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.***

*Trustee Goldstein joined the meeting at 7:07 pm*

**Secretary-Treasurer Uyeno** - A reminder was made for those that joined the meeting to please ensure that video was off and microphones muted to eliminate background noise;

there will be two question periods at which time, questions sent to the Board meeting email account will be read out. For those who have not already submitted questions, there is an opportunity to via: [boardmeetings@sd38.bc.ca](mailto:boardmeetings@sd38.bc.ca); or through the Q and A feature in Zoom.

For the public joining the meeting, they are able to listen to the meeting but not speak or use chatbox during the meeting; and an

audio/video recording of the meeting will be made available for viewing after this meeting.

**1. Recognition of Visitors, Announcements and Updates from Trustees**

**(a) Recognition of Visitors**

The Chairperson welcomed the gallery to the meeting.

- (b) **Trustee Sargent** – The Richmond Board of Education is currently seeking input on our draft Strategic Plan. Our community partners and members of the public are invited to provide feedback on the plan through the Let’s Talk link on our district website which will be open until November 13<sup>th</sup>. All feedback will be considered by the Board prior to the final strategic plan being approved in December.

**Trustee Larson** - On November 5, 2020, the Richmond School District acknowledges our annual Support Staff Recognition day and the many contributions of our support staff. Support staff are vital to the day to day operations of our District and to the success of our students. Our dedicated and skilled team of support staff provide expertise in multiple areas across the district, including giving crucial support to students with special needs, ensuring that our buildings are clean and operating efficiently, providing administrative support in our offices, keeping our technology systems running smoothly, as well as many other critical contributions. On behalf of the Board of Education, I would like to thank all members of our support staff who contribute to making the Richmond School District the best place to learn and lead.

**Trustee Tablotney** - FortisBC recently announced their Efficiency in Action Awards which acknowledges organizations across BC that are leaders in energy conservation and reduction in greenhouse gas emissions. The Richmond School District was one of eight winners across the province earning the *Inaugural Innovation Award* from FortisBC by achieving a dramatic reduction in natural gas consumption. The Award to the District was a result of several innovative natural gas projects including installing a solar wall at McMath Secondary School, and gas absorption heat pumps as part of a FortisBC pilot project at Richmond and Cambie Secondary Schools.

**Trustee Hamaguchi** – On behalf of the Board of Education (Richmond) welcome and congratulations to Christel Brautigam, Assistant Superintendent. The Board also welcomes Richmond District Parent Association new President Andrew Scallion and Karina Reid, Vice-President.

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

The Secretary Treasurer noted a letter was received from Heather Muter, Program Manager, Community Social Development, City of Richmond on October 26, 2020 regarding the Foundry, Richmond. The Public meeting agenda posted to the District website was updated to include the letter.

## **2. Adoption of Agenda**

**117/2020 MOVED BY H. LARSON AND SECONDED BY S. NIXON:**

**THAT** the Wednesday, October 28, 2020 Regular agenda of the Board of Education (Richmond) be adopted as circulated.

**CARRIED**

### **3. Presentations, Special Recognitions, Briefs and Questions from the Public**

#### (a) Presentations – Art Card Project

The Superintendent introduced Catherine Ludwig, Principal, Blair Elementary & District Administrator, Fine Arts.

Ms. Ludwig first acknowledged the hənq̓əminəm' language group and appreciation for being invited to present on the District Art Card project. Ms. Ludwig provided background on the project that included ten different art cards, created by ten young artists from K-12, using various techniques and mediums to create the graphic designs. The students then talked about their work, how it was created and how they found inspiration and meaning in the process.

Ms. Ludwig presented the students with a framed recognition from the Richmond School District of their artwork to be given to each artist. Ms. Ludwig concluded with information on ordering the art cards at: [cludwig@sd38.bc.ca](mailto:cludwig@sd38.bc.ca).

Trustees congratulated the students and Ms. Ludwig and noted how much joy and creativity the art cards had provided. Some trustees noted that they are using the cards to send letters and notes and were so impressed with the uplifting project. Thanks were expressed to Ms. Ludwig who curated the project and all the teachers who assisted throughout the process.

#### (b) Special Recognitions

Nil.

#### (c) Briefs

Nil.

#### (d) Questions from the Public

A question was emailed: Given the increasing COVID numbers, has there been any discussion or evaluation around the possibility of extending the Transitional Learning Program beyond the current January date?

The Superintendent responded that it is still quite early in the process with three more months till the end of January. The District will be monitoring public health, in collaboration with Vancouver Coastal Health, closely in the coming weeks. Based on that assessment, options will be evaluated for consideration with items such as staffing and budget factored in prior to any decision to move off the current plan in place until January 31<sup>st</sup>.

### **4. Executive**

The Superintendent of Schools provided an update, first with Educational programming currently at week seven for regular programming, and week six for Transitional Programming. Senior staff are checking in regularly across the district with many schools reporting that it's a new normal, but that students have missed being able to connect with their teachers and their friends.

The Superintendent thanked employees for their dedication and hard work in these challenging times, and the parents in the community for their ongoing support and patience. There have been eight Covid-19 cases; however, the exposure occurred outside of the school and to date there has not been a case from one person to another in a school site. The numbers in Richmond are particularly low and the District is very grateful to parents and students who have adhered to health guidelines.

The Superintendent then asked Assistant Superintendent, Christel Brautigam, to report on the new Anti-racism Working Group. Ms. Brautigam noted the Diversity and Anti-racism Working Group would be meeting for the first-time next Thursday afternoon. At the June 10, 2020 Board meeting, a motion was approved to establish a working group. Stakeholders have provided suggestions on members for the working group and all involved are looking forward to this opportunity to start this work formally.

The Superintendent next reported on the Strategic Plan, noting that the District is in the final phase of the consultation period. The process for consultation on the Strategic plan began with a large amount of input from students that formed the basis of the draft plan. The Draft plan is now being refined and is in the final consultation phase with Stakeholders. The next steps will be to bring the Final Draft Plan to the Board for consideration on December 16, 2020. The *Let's Talk* website is available to the public for input on the Strategic Plan up until November 13<sup>th</sup>, and external partner groups have been included as well.

The Superintendent then provided highlights over the past month within the Districts' schools including: Student vote 2020 BC at Gilmore elementary that provided a great opportunity for students to be involved in learning about the election process; Richmond Secondary Reading Riot, an annual program that promotes literacy - this year with 48 participants where five students received book prizes for reading between 7-9 books; Learning Services Anti-racism Book Bundles to support teacher librarians in their anti-racism work and included Canadian and American authors; Maple Lane organized its Annual Pumpkin run, this year around the track in small groups, with a pop up pumpkin patch in the middle of the track and; Cook Elementary have been engaging in goal setting for the year, selecting one word a day on mindfulness.

Following the report, the Superintendent thanked teachers and staff throughout the School District in keeping the focus truly on the learner throughout these challenging times.

Trustees thanked staff for all their hard work to make things fun and rework learning plans through these difficult times.

## **5. Approval of Minutes**

- (a) Regular meeting of the Board held September 23, 2020

### **118/2020 MOVED BY D. SARGENT AND SECONDED BY D. TABLOTNEY:**

**THAT** the Board of Education (Richmond) approve the Minutes of Wednesday, September 23, 2020 Regular meeting as circulated.

**CARRIED**

- (b) Record of an In-camera meeting of the Board held September 23, 2020 was included for information.

## 6. **Business Arising**

### (a) Enrolment Update

A Memorandum from the Deputy Superintendent was included with the agenda package and key areas were highlighted from the report. The District has experienced a net decrease of enrolment FTE in a number of areas and, when compared to the 2020/21 enrolment projections, will result in a \$1.54 million-dollar negative budget impact.

Two areas of note are the projected elementary numbers versus actual, down by 150 students, 65 at the kindergarten level. As kindergarten is an optional year, many parents decided to keep their children in pre-school or daycare. Some families have returned home overseas and haven't returned. Some families are in a wait and see mode or have registered for at home schooling or private school. The other factor were that some level 3 Special Education students completed their courses through the summer program and graduated, and the District had originally counted them as part of the budget projections.

Trustees had comments and questions on the budget implications of the lower numbers and the Secretary Treasurer responded that the Amended Budget process will be starting in November where the District will be recasting budget revenues and expenditures that will have an impact, and also looking at other areas for potential savings.

### (b) Richmond International Education Update

The Director, Richmond International Education (RIE) presented highlights from his report and slide presentation. The Director noted that Richmond International Education is a program of choice that has been providing significant benefits to the District over the past 22 years. Since the last report submitted to the Board at the September 2019 Board meeting, the program has experienced unprecedented pressures and challenges due to Covid-19.

Approximately 2200 students and educators from 23 countries participated in one or more programs; however, China remains the greatest current and future source of program participants. The long-term study program is the most popular and RIE's main focus and staff are looking at developing new opportunities to supplement revenue, add diversity and support the sustainability of the overall program.

This year's program included growth and interest from students, parents, and schools in Mexico, Thailand, Vietnam Italy, Spain and Germany. Unfortunately, the overseas trips had to be cancelled due to Covid-19, but fun home-based trips were planned to the Rocky Mountains, Yukon, Whistler, Victoria and to a Canucks game.

A collaborative initiative this past year also saw RIE take a more active role in provincial and national associations with dialogue and initiating Metro Vancouver peer program discussions on best practices in international education.

The Director concluded his report and presentation by thanking Assistant Superintendent Archer, and staff of Richmond International Education.

Trustees thanked the Director for his thorough report and praised the program for all it delivers to the students and community.

## **7. New Business**

### (a) Foundry Richmond

The Director of Instruction – Student Services provided background and an update on Foundry Richmond. Foundry Richmond is part of a network of Youth Services Canada through BC designed to address mental health, substance use, and primary care needs for young people aged 12-24.

The Foundry model of support is to provide young people with safe, non-judgmental care and resources in a timely way, before health challenges become increasingly problematic. Foundry brings health and social services together under one roof to make it easier for young people to access care, connection and supports they require. Care and support are provided to match the level of service to the need of the individual. Additional Foundry information can be accessed at: <https://foundrybc.ca>.

The Director updated Trustees on the new Richmond Foundry location at 8100 Granville Avenue that provides in-person and virtual support to youth. It is hoped that a permanent location near city centre will be operational in future. The Foundry community partnership is provided at no cost to the School District.

Trustees had questions on whether children can walk in or must be referred. The Director responded that it can be either as an online or inbound service and that as of age 12, can access services on their own. Trustees noted how thankful the community will be to have this much needed service and asked if the word is getting out there that this service is available. The Director noted that social media, referral and online and on site access is building.

## **8. Questions from the Public: Tonight's Agenda**

Liz Baverstock, President, Richmond Teachers' Association asked about the loss of funding potential as a direct impact from the loss of students, and a significant amount of FTE to support those learners.

The Secretary-Treasurer noted that with the additional provincial and federal funding to support the Safe Return to Class for Students, pressures were reduced with the transitional learning programs; however, it will affect the overall operating budget.

## **9. Standing Committee Reports**

- (a) Audit Committee
  - Chair: Donna Sargent*
  - Vice Chair: Debbie Tablotney*

- (b) Education Committee  
*Chair: Ken Hamaguchi*  
*Vice Chair: Norman Goldstein*

- (i) Minutes of the meeting held September 16, 2020 were attached for information.

A meeting was held on October 21, 2020. The next meeting is scheduled for Wednesday, November 18, 2020 at 5:30 pm

- (c) Facilities and Building Committee  
*Chair: Debbie Tablotney*  
*Vice Chair: Sandra Nixon*

The next meeting is scheduled for Wednesday, November 4, 2020 at 5 pm.

- (d) Finance and Legal Committee  
*Chair: Ken Hamaguchi*  
*Vice Chair: Richard Lee*

The next meeting is scheduled for Wednesday, November 18, 2020 at 11 am.

- (e) Policy Committee  
*Chair: Sandra Nixon*  
*Vice Chair: Donna Sargent*

The next meeting is scheduled for Monday, November 16, 2020 at 10:30 am.

## **10. Correspondence**

FOR INFORMATION:

- (a) A letter was received from Heather Muter, Program Manager, Community Social Development, City of Richmond on October 26, 2020 regarding the Foundry, Richmond.

## **11. Board Committee and Representative Reports**

- (a) Council/Board Liaison Committee

A meeting was held on October 7, 2020. The next meeting is scheduled for Wednesday, December 2, 2020 via WebEx 11:15 am. Trustee Nixon updated Trustees that the October meeting agenda had included The Foundry, a childcare update, a review of the Poverty Reduction and Action Plan. The Superintendent provided an update on the School Start up.

**12. Adjournment**

**119/2020 MOVED BY D. TABLOTNEY AND SECONDED BY H. LARSON:**

**THAT** the regular meeting of Wednesday, October 28, 2020 of the Board of Education (Richmond) be adjourned at 9:01 pm.

**CARRIED**

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K. HAMAGUCHI,  
CHAIRPERSON

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R. UYENO,  
SECRETARY TREASURER