

**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, MAY 26, 2021
AT 7:00 P.M.**

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

The Chairperson called the meeting to order 7:05 pm

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

Secretary-Treasurer Uyeno - A reminder was made for those that joined the meeting to please ensure that video was turned 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; 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) **Announcements**

Trustee Tablotney - This month, Canadians celebrate National Indigenous History Month to honour the history, heritage and diversity of Indigenous peoples in Canada. National Indigenous History Month is a time for learning about, appreciating and acknowledging the contributions First Nations, Inuit and Métis people have made in shaping Canada.

On Monday, June 21st, Canadians from all walks of life are invited to participate in events that will take place to honour Indigenous peoples across the country. Our schools, through their libraries and classrooms, will find unique and creative ways to honour First Nations, Inuit and Métis history and people.

Trustee Nixon – An update was provided that the Board followed up on the commitment to meet with MPs in Richmond last week regarding some of the funding issues. As well a meeting with Richmond MLAs and partner stakeholder groups to speak collectively on some of the budgetary concerns for next year

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

The Secretary Treasurer noted that all materials have been made available to the public.

2. Adoption of Agenda

066/2021 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the Wednesday, May 26, 2021 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**

Nil.

(b) **Special Recognitions**

Nil.

(c) **Briefs**

Nil.

(d) **Questions from the Public**

Liz Baverstock, President, Richmond Teachers' Association asked if the Board had considered spending more of the surplus during the first year rather than utilizing the surplus spending over three years. As the pandemic has greatly impacted schools, Ms. Baverstock expressed concerns in terms of secondary program choice and cuts to Learning Services. Ms. Baverstock also asked about rental revenue impact being adjusted potentially as projected lower revenues down by \$1.5 million may project higher.

The Chairperson noted that some of these questions would be addressed when Trustees have the discussion on Budget later in the agenda.

Ian Hillman, President, CUPE 716 asked about budget cuts to support staff and noted that the meeting with MLAs had allowed for discussion which was positive.

Ingrid Trouw, community member asked for clarification on surplus budgets that are required to offset deficit and how this ratio is mandated for the District. Ms. Trouw also noted that it would be prudent for the District to carry surpluses forward for other emergent needs such as building costs.

4. Executive

The Superintendent of Schools provided an update noting a significant decrease in the number of COVID exposures down from 50 in the month of April to under 20 for May. With the exposure rates continuing to drop and vaccination rates up, the District will be opening as Stage One in September meaning students attending in person would be there 100% of the time and no cohorts in place. The Superintendent noted that daily health checks would likely continue as they are very effective and masks wearing not yet determined until health and safety guidelines are outlined. There will be formal communication in mid-June from the Ministry of Education and then the District will share these details with staff and parents across the community.

The Superintendent next shared an update on events in Schools throughout the District during May. Throughout the past month, the District celebrated Asian heritage by recognizing historical and ongoing contributions of Canadians of Asian descent in Canada and embracing the rich diversity. The theme for this year is recognition resilience and resolve. Activities in the schools included: a curated list of books from District library staff for students and all schools to help gain a deeper understanding of Asian cultures around the world. Richmond Secondary read books by Asian authors and students learned about prominent local and national figures in sports literature, medicine, politics, arts, activism, law, TV and movies; a Palmer student created a video shared with school community to inspire students on traditions and customs, students at Homma learned about the meaning and culture of sumo wrestling and they then applied learning to the design of robots using Lego. Students at Diefenbaker were challenged to create a playlist featuring Asian music.

The Superintendent noted that the District is fortunate to have such a rich culturally diverse community. He then concluded his report by stating that as a School District there is a responsibility to teach students about the contribution of Asian Canadians and to stand up in solidarity alongside others, who are the subject of hate and ignorance to show how united Richmond is as a community. The Superintendent shared a video recognizing the contributions of Canadians of Asian descent and the work we all still have to do to create a just and anti-racist society.

5. Approval of Minutes

- (a) Regular meeting of the Board held April 28, 2021

067/2021 MOVED BY H. LARSON AND SECONDED BY D. SARGENT:

THAT the Board of Education (Richmond) approve the Minutes of Wednesday, April 28, 2021 Regular meeting as circulated.

CARRIED

- (b) Record of an In-camera meeting of the Board held April 28, 2021 was included for information.

6. Business Arising

- (a) **2021/2022 Annual Budget.**

The Secretary Treasurer provided highlights from the Report as attached to the agenda package. During the past 14 months, since the beginning of the pandemic, the District is still feeling the effects and impact. The Secretary Treasurer noted the encouraging news with the Province's *Restart Plan* and that while the District budget will recover, it will take some time. The Budget has to realign with the new reality of lower revenues and continued cost pressures, and the Secretary Treasurer expressed that while the District finds ways to innovate and generate operational efficiencies, plans continue so that the Board's Strategic Plan may be realized. The District continues to be in a strong financial position and a solid fiscal foundation will see the District through these challenging times. The Secretary Treasurer reported that the three year budget picture ensures fiscal sustainability and the proposed budget adjustments for the Board's approval, reflect a balanced approach.

The Secretary Treasurer then presented details of the Budget adjustments and noted that they are contained and incorporated into the total Budget Bylaw presented for the Board's approval. The Secretary Treasurer thanked staff, stakeholders, senior team, and the community for input and feedback during the Budget Process. He stated that the budget process continues to be inclusive, transparent and engaging.

Trustees had comments and noted the positive budget process and outcome as necessary to continue the District's fiscal responsibility.

The Chairperson then noted there would be 3 readings of the Budget Bylaw and asked for unanimous consensus:

There was unanimous consensus that 3 readings of the Budget Bylaw take place.

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 2021/2022 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. Board has complied with the provisions of the Act 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 2021/2022.
3. The attached "Statement 2" showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$279,521,791 for the 2021/2022 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 2021/2022.

068/2021 FIRST READING MOVED BY H. LARSON AND SECONDED BY K. HAMAGUCHI:

CARRIED
NEGATIVE: R. LEE

069/2021 SECOND READING MOVED BY D. SARGENT AND SECONDED BY D. TABLOTNEY:

CARRIED
NEGATIVE: R. LEE

070/2021 THIRD AND FINAL READING MOVED BY N. GOLDSTEIN AND SECONDED BY H. LARSON:

CARRIED
NEGATIVE: R. LEE

The Annual Budget Bylaw for the fiscal year 2021-2022 having been read a first, second and third time, was passed and adopted on the 26th day of May 2021.

071/2021 MOVED BY D. SARGENT AND SECONDED BY K. HAMAGUCHI:

THAT the Board of Education (Richmond) authorize the Chair of the Board and Secretary Treasurer to sign the 2021-2022 Annual Budget Bylaw and submit the 2021-2022 Annual Budget Bylaw together with the 2021-2022 Annual Budget to the Ministry of Education by June 30, 2021.

CARRIED

(b) **Board Approved Bus Riders 2021-2022. RECOMMENDATION.**

A Report from the Executive Director, Facilities Services was attached with the agenda package. The Executive Director then provided background and detailed updates from the past year, noting that the reduction in riders was likely attributed to schedule changes in schools and parents driving their children to school during COVID-19.

072/2021 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT bus service for those students at schools served by the Richmond School District's transportation system, for whom safety concerns have been identified, continue for the 2021/2022 school year;

AND FURTHER THAT the service be reviewed annually to determine whether the safety concerns are still applicable, and that staff report back to the Board of Education (Richmond) on this issue.

CARRIED

(c) **Schedule of School Charges 2021-2022**

The Deputy Superintendent spoke to the report as attached to the agenda. He noted that all fees charged within School District #38 are in compliance with both the School Act and Board Policy. The Deputy Superintendent then presented the charges that are free of charge in a school operated by the Board and those costs that the District may charge fees for including: speciality academies, the purchase or rental of music instruments, the rental of tools, materials or equipment for the student's personal use in trades training or apprenticeship programs, materials intended for students to take home for personal use or as a gift, and other school supplies and equipment for a student's personal use.

The Deputy Superintendent then highlighted various fees for Elementary schools and Secondary schools in the District. The report outlined all fees for schools, and policy considerations. Each school is asked to consult with staff and alert parents prior to setting fees for the following year that then enables schools to meet the needs of students and cover costs appropriately.

073/2021 MOVED BY N. GOLDSTEIN AND SECONDED BY D. SARGENT:

THAT the Board of Education (Richmond) approve the 2021-2022 Schedule of School Charges for Elementary and Secondary Schools in accordance with the School Act.

CARRIED

7. New Business

(a) **Mitchell Adult Education Centre Proposal**

The Executive Director, Facilities Services shared background and information to the Report attached with the agenda. Planning staff presented possible options for accommodating District staff currently working in a number of sites.

At a recent workshop, staff recommended the option of retaining and renovating the South wing of Mitchell Elementary and relocating Adult Education programs from Rideau Park to that location. The vacated spaces at Rideau Park would then be converted to office and storage space for Learning and Business Technologies as well as District resource centre operations and some of the Learning Services staff.

The Mitchell Education Centre would be separate from the elementary school with a new fence and landscaping installed. A consultation process and Communication Strategy was implemented with Stakeholders, District Staff, the Community at a public meeting, and through the *Let's Talk* Website. A copy of the feedback received was attached to the report.

The Executive Director concluded that if approved, the work will commence on the Mitchell site in Summer/Fall 2021 with occupancy by Richmond Continuing Education during Winter Break 2021. Once Rideau park is vacated, work would begin on the renovations for Learning & Business Technologies and targeted occupancy by Summer 2022.

074/2021 MOVED BY D. TABLOTNEY AND SECONDED BY N. GOLDSTEIN:

THAT the Board of Education (Richmond) approves proceeding with the proposed Mitchell Education Centre and Rideau Park Resource Centre project as presented to a maximum cost of \$1.3 Million funded from Local Capital Reserves.

CARRIED

8. Questions from the Public: Tonight's Agenda

There were no questions submitted regarding agenda items.

9. Standing Committee Reports

- (a) Audit Committee
Chair: Donna Sargent
Vice Chair: Norman Goldstein

A meeting was held on May 3, 2021.

- (b) Education Committee
Chair: Heather Larson
Vice Chair: Donna Sargent

- (i) Minutes of the meeting held April 21, 2021 were attached for information.

A meeting was held on May 19, 2021. The next meeting is scheduled for Wednesday, June 16, 2021 at 6 pm.

- (c) Facilities and Building Committee
Chair: Ken Hamaguchi
Vice Chair: Norman Goldstein

- (i) Minutes of the meeting held Mar 3, 2021 were attached for information. A meeting was held on May 5, 2021. The next meeting is scheduled for Wednesday, June 2, 2021 at 4:30 pm.

- (d) Finance and Legal Committee
Chair: Debbie Tablotney
Vice Chair: Ken Hamaguchi

- (i) 2021 – 2022 Schedule of Charges for the Use of School Facilities.

075/2021 MOVED BY D. TABLOTNEY AND SECONDED BY K. HAMAGUCHI:

THAT the Board of Education (Richmond) approves a 0% increase to both non-commercial (not-for-profit) and commercial(for profit) facility rental rates in the Schedule of Charges for the Use of School Facilities for 2021/2022.

CARRIED

- (ii) Minutes of the meeting held April 21, 2021 were attached for information.

A meeting was held on May 19, 2021. The next meeting is scheduled for Wednesday, June 16, 2021 at 11 am.

- (e) Policy Committee
Chair: Sandra Nixon
Vice Chair: Debbie Tablotney

- (i) Policy Section 600: *Finance*

076/2021 MOVED BY D. TABLOTNEY AND SECONDED BY H. LARSON:

In accordance with Board Policy 204: *Creation and Revision of Policy and Regulations*, this RECOMMENDATION to the May 26, 2021 Public meeting of the Board of Education (Richmond) is to approve revised **Policy 600: Finance Section**.

CARRIED

- (ii) **NOTICE OF MOTION: Policy Section 700: Facilities** – Phase One

- (iii) Minutes of the meeting held April 19, 2021 were attached for information.

A meeting was held on May 17, 2021. The next meeting is scheduled for Monday, June 14, 2021 at 11 am.

10. Correspondence

Nil.

11. Board Committee and Representative Reports

- (a) Council/Board Liaison Committee
The next meeting will be held on Wednesday, June 9, 2021 at 9:30 am via Zoom.

12. Adjournment

077/2021 MOVED BY D. TABLOTNEY AND SECONDED BY H. LARSON

THAT the Regular meeting of Wednesday, May 26, 2021 of the Board of Education (Richmond) be adjourned at 8:54 pm.

CARRIED

S. NIXON,
CHAIRPERSON

R. UYENO,
SECRETARY TREASURER