

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

## **MINUTES OF PUBLIC MEETING OF POLICY COMMITTEE**

**Date:** Monday, June 14, 2021 at 11 am  
*Via Zoom Webinar*

**Present:** Sandra Nixon, Chairperson

Norman Goldstein, Member  
Scott Robinson, Superintendent  
Rick Ryan, Deputy Superintendent  
Roy Uyeno, Secretary Treasurer  
Frank Geyer, Executive Director, Facilities Services

Tim McCracken, Richmond Teachers' Association  
Wennie Walker, Richmond Association of School Administrators  
JW Cho, Richmond Teachers' Association  
Ian Hillman, CUPE 716  
Tanya Major, Richmond Association of School Administrators  
Rebeca Avendano, Richmond Management Professionals Staff  
Catherine Cleary, Executive Assistant (Recording Secretary)

The Chair called the meeting to order at 11:02 am.

**1. ADOPT AGENDA**

The agenda was adopted as circulated.

**2. APPROVE MINUTES**

The Minutes of the meeting held May 17, 2021 were approved as circulated.

**3. DRAFT REVISED POLICY 504.9/504.9-R: EMERGENCY SITUATIONS TO RENUMBERED/  
RENAMED POLICY 310/310-R: *EMERGENCY MANAGEMENT/DRAFT PARENT GUIDE***

The Deputy Superintendent provided highlights from the Report attached with the agenda package. The Deputy Superintendent noted that all changes or revisions were highlighted in red, including a new section in the Regulation, brought forward by the Richmond Teachers' Association. The roles and responsibilities section under the Superintendent was updated, as well as the process for communication. Stakeholders communications were modified with "for school based situations".

Following questions and comments from the Committee, it was suggested that Policy 310 be recommended for the Stakeholder consultation process.

**ACTION:** It was **AGREED** that a Recommendation go to the June 23, 2021 Board meeting that draft **Policy 310/310-R: Emergency Management** be placed into the stakeholder review process with a timeline of June 24 – August 31, 2021.

**4. POLICY 804.1/804.1-R/804.1-G: COMMUNITY USE OF DISTRICT FACILITIES/  
POLICY 804.4/804.4-G: FEES FOR USE OF DISTRICT FACILITIES**

The Executive Director, Facilities Services provided background to the proposed revisions to Policy 804.1 and Policy 804.4. The Executive Director noted that in December 2020, the provincial government amended the School Act and issued a new Ministerial Order pertaining to the provision of child care programs operating on Board property. In December 2020, BCSTA provided a legal update to Boards of Education regarding the need to revise their current policies reflecting these changes.

The Executive Director shared the updates and changes made including modernization of text and all revisions highlighted in red for the Committee.

The Committee thanked the Executive Director and had questions and comments regarding the use of facilities on external versus internal as priority. The Chairperson suggested that “District” be added to Educational programs on the Regulation to provide clarity.

**ACTION:** It was **AGREED** that the item will come back in September to Policy Committee for further review. Also, a reminder be sent out prior to the next meeting regarding the items as discussed and specific questions.

**5. STATUS OF CURRENT AND ANTICIPATED ITEMS**

The Status document was updated to June 14, 2021.

**6. ADJOURNMENT**

The meeting adjourned at 11:52 am.

Respectfully Submitted,

Sandra Nixon, Chairperson  
Policy Committee