

**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, FEBRUARY 23, 2022  
AT 7:00 P.M.**

Present:	Chairperson	S. Nixon
	Vice Chairperson	H. Larson
	Trustees	N. Goldstein
		K. Hamaguchi
		R. Lee
		D. Sargent
		D. Tablotney
	Superintendent of Schools	S. Robinson
	Deputy Superintendent	R. Ryan
	Secretary Treasurer	C. Wang
	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
	Director of Instruction, Learning Services	R. Johal
	District Administrator, Learning Services	M. Ratcliffe
	Executive Assistant, Recording Secretary	C. Cleary

**The Chairperson called the meeting to order 7:03 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 Wang** - A reminder was made for those who joined the meeting to please ensure that video was turned off and microphones muted to eliminate background noise; there will be two question periods as pertain to the agenda, and 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) Announcements**

**Trustee Larson** – Pink Shirt Day is February 23, 2022. Pink Shirt Day began in 2007 when a student in Nova Scotia was bullied for wearing a pink shirt to school.

It has since been recognized annually worldwide as a day to stand against bullying and to *Lift Each Other Up* and have greater acceptance, respect, and inclusion for all. The Board's Strategic Plan Priority 2, Equity and Inclusion, outlines our commitment to ensure that all of our students, families, and staff feel welcomed, are treated respectfully, and have a sense of belonging. This Pink Shirt Day let's do what we can to elevate the voices of all, take a stand against bullying, and be advocates for kindness and inclusivity.

**Trustee Sargent** – Briefs regarding the 2022/2023 Annual Budget will be accepted without prior notice at the March 30, 2022 and April 27, 2022 regular meetings of the Board. Please note that budget updates will be made available on the District's Budget 2022/2023 website. All budget feedback will be considered by the Board as part of the budget process which is anticipated to be completed by May 2022.

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

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

**2. Adoption of Agenda**

**021/2022 MOVED BY K. HAMAGUCHI AND SECONDED BY H. LARSON:**

**THAT** the Wednesday, February 23, 2022 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**

A 2022-2023 Budget Brief was presented by Liz Baverstock, President, Richmond Teachers' Association.

Ms. Baverstock spoke to the Budget Brief with a request from Richmond Teachers' Association (RTA) for the Board's consideration.

The Chairperson thanked Ms. Baverstock for the Brief, noting that there will be discussion at the upcoming Budget Advisory Working Group meetings as the District moves through the process.

**022/2022 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:**

**THAT** the Board of Education (Richmond) refer the Brief to the Budget Process.

**CARRIED**

(d) **Questions from the Public**

There were no questions from the public.

**4. Executive**

The Superintendent updated trustees that the District had been tracking student absences since early January, and that numbers have been steadily declining since the middle of January.

The Superintendent noted that valedictory ceremonies scheduled for May and June are in the planning stages with guidance from Public Health officials and will very likely be in person. The District is hopeful that all students, staff and guests will be able to attend in person.

An update on the District conference reflected areas of the Board Strategic Plan with particular focus on equity and inclusion. Both keynote speakers were excellent and inspiring, and the Superintendent thanked organizers for the event.

The Secretary Treasurer provided information on the Budget Process which will be similar in format to previous years, with the goal to complete the annual budget for Board approval in May. She noted that Budget information will be updated and shared with the public on the District's website page.

The Superintendent then shared Pink Day activities and highlighted events from around the District during the month of February, 2022 in a presentation that will be featured on the District website for the next month.

**5. Approval of Minutes**

- (a) Regular meeting of the Board held January 26, 2022

**023/2022 MOVED BY H. LARSON AND SECONDED BY R. LEE:**

**THAT** the Board of Education (Richmond) approve the Minutes of Wednesday, January 26, 2022 Regular meeting as circulated.

**CARRIED**

- (b) A Record of an In-camera meeting of the Board held January 26, 2022 was included for information.

**6. Business Arising**

**(a) 2021 – 2022 Amended Annual Budget Bylaw.**

The Secretary Treasurer presented highlights from the report attached to the agenda package, noting that the 2021/2022 Amended Annual Budget requires the Board to approve the 2021/2022 Amended Annual Budget Bylaw amount of \$290,586,771 which is comprised of the Operating, Special Purpose and Capital Funds.

*The Chairperson read the Amended Annual Budget Bylaw*

**AMENDED ANNUAL BUDGET BYLAW**

A Bylaw of The Board of Education of School District No.38 (RICHMOND) (called the "Board") to adopt the Amended 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 Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 38 (Richmond) Amended 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 \$290,586,771 for the 2021/2022 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2021/2022.

**There was unanimous consensus that 3 readings of the 2021/2022 Annual Budget Bylaw take place.**

**024/2022 1<sup>st</sup> READING MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:**

**THAT** the Board of Education (Richmond) approve the 2021/2022 Amended Annual Budget Bylaw by way of three readings and that the Board authorizes the Chair of the Board, Superintendent and Secretary Treasurer to sign the 2021/2022 Amended Annual Budget Bylaw and submit the 2021/2022 Amended Annual Budget Bylaw together with the 2021/2022 Amended Annual Budget to the Ministry of Education by February 28, 2022.

**CARRIED**

**025/2022 2<sup>nd</sup> READING MOVED BY D. SARGENT AND SECONDED BY K. HAMAGUCHI:**

**THAT** the Board of Education (Richmond) approve the 2021/2022 Amended Annual Budget Bylaw by way of three readings and that the Board authorizes the Chair of the Board, Superintendent and Secretary Treasurer to sign the 2021/2022 Amended Annual Budget Bylaw and submit the 2021/2022 Amended Annual Budget Bylaw together with the 2021/2022 Amended Annual Budget to the Ministry of Education by February 28, 2022.

**CARRIED**

**026/2022 3<sup>rd</sup> AND FINAL READING MOVED BY R. LEE AND SECONDED BY D. TABLOTNEY:**

**THAT** the Board of Education (Richmond) approve the 2021/2022 Amended Annual Budget Bylaw by way of three readings and that the Board authorizes the Chair of the Board, Superintendent and Secretary Treasurer to sign the 2021/2022 Amended Annual Budget Bylaw and submit the 2021/2022 Amended Annual Budget Bylaw together with the 2021/2022 Amended Annual Budget to the Ministry of Education by February 28, 2022.

**CARRIED**

**THE AMENDED ANNUAL OPERATING BUDGET BYLAW FOR 2021/2022 IS THEREFORE CARRIED.**

**(b) Classroom Ventilation Program**

The Executive Director, Facilities Services provided background on the need for ventilation upgrades in the District's schools. The Ministry of Education committed special funding for school districts to purchase and place air purifiers within rooms where no mechanical ventilation currently exists. As the portable air purifiers have a limited life span and require costly filter changes, this temporary solution was installed until a permanent solution could be installed in these rooms.

Facilities Services recommended that the Board consider approving funding of up to \$12 Million out of its local capital reserve to expedite work on this program, which would take 16-17 months to complete. The proposed solution would address the need for all schools to have fully functioning ventilation systems moving into the future. The target completion date for the program, if approved by the Board, is 31 August 2023.

Trustees thanked the Executive Director for his detailed report. Trustees had comments on use of the Capital reserve, City Centre school plans, seismic projects, and the Project Office. Discussion ensued.

*The Chairperson called for a recess break at 8:30 pm.*

*The Public Meeting reconvened at 8:38pm*

**7. New Business**

**(a) Student Mental Health Support**

A Presentation from the Director of Instruction, Learning Services; and the District Administrator, Learning Services was provided on an overview of District initiatives for Student Mental Health. Three areas were highlighted including Social Emotional Learning (SEL), Mental Health Literacy (MHL), and Trauma Informed Practice (TIP).

The Director of Instruction reported that the District recognizes the importance of collaboration with parents, guardians and caregivers with the network of community partners who work with school and District staff to support the diverse student population. He noted that due to Covid, the District has had to navigate through extraordinary circumstances particularly around mental health.

The presentation highlighted that with Integrated Children and Youth Teams, members help navigate and integrate mental health and substance use services to wrap around children and youth.

Trustees had questions and comments noting that these services are much needed especially during Covid. The Chairperson noted that with the dedicated focus and initiatives identified any information in terms of additional supports and funding going forward, be brought to the Board's attention.

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

There were no questions from the public.

**9. Standing Committee Reports**

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

The next meeting will be held on Monday, March 7, 2022.

- (b) **Education Committee**  
*Chair: Heather Larson*  
*Vice Chair: Debbie Tablotney*

(i) Minutes of meeting held January 19, 2022 were attached for information.

A meeting was held on February 16, 2022. The next meeting is scheduled for Wednesday, April 20, 2022 at 6 pm.

(c) **Facilities and Building Committee**

*Chair: Ken Hamaguchi*

*Vice Chair: Debbie Tablotney*

(i) Minutes of meeting held January 5, 2022 were attached for information.

A meeting was held on February 2, 2022. The next meeting is scheduled for Wednesday, March 2, 2022 at 4:30 pm.

(d) **Finance and Legal Committee**

*Chair: Donna Sargent*

*Vice Chair: Ken Hamaguchi*

(i) Minutes of meeting held November 17, 2021 were attached for information.

A meeting was held on February 16, 2022. The next meeting is scheduled for Wednesday, April 20, 2022 at 11 am.

(e) **Policy Committee**

*Chair: Debbie Tablotney*

*Vice Chair: Sandra Nixon*

(i) **Policy 804.1/804.1-R: Community Use of District Facilities/Policy 804.4: Fees for Use of District Facilities.**

**027/2022 MOVED BY D. TABLOTNEY AND SECONDED BY N. GOLDSTEIN:**

**THAT** the Board of Education (Richmond) approve revisions to **Policy 804.1/804.1-R: Community Use of District Facilities/Policy 804.4: Fees for Use of District Facilities.**

**CARRIED**

The next meeting is scheduled for Monday, March 7, 2022 at 11 am.

**10. Correspondence**

Nil.

**11. Board Committee and Representative Reports**

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

A meeting was held on February 9, 2022. Trustee Larson provide an update on agenda item highlights including Traffic safety with the City working in close collaboration with ICBC and the RCMP to address speeding and distract driving. The next meeting is scheduled for Wednesday, April 13, 2022 at 9:30 am.

**12. Adjournment**

**028/2022 MOVED BY H. LARSON AND SECONDED BY K. HAMAGUCHI:**

**THAT** the Regular meeting of Wednesday, February 23, 2022 of the Board of Education (Richmond) be adjourned at 9:16 pm.

**CARRIED**

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S. NIXON,  
CHAIRPERSON

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C. WANG,  
SECRETARY TREASURER