

**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, APRIL 27, 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, Human Resources	L. Buchanan*
	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

*\*Present for a portion of the meeting*

**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.***

**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) Trustee Sargent** – The Richmond School District recognizes Mental Health Week in Canada, taking place this year between May 2<sup>nd</sup> and 8<sup>th</sup>. The goal of this week is to increase awareness and learn about tools and strategies available to support mental health and substance use challenges.

During this week, a number of events and learning opportunities have been planned to raise awareness for students, parents, and staff. For example, on May 4<sup>th</sup>, the school district is pleased to offer an evening with national leaders in this field to engage parents in dialogue around adolescent mental health and wellness. As well, a number of schools are having information tables set up during the lunch hour with district staff, representatives from Child & Youth Mental Health in the community, as well as members of the district youth mental health advisory to answer questions and provide information regarding available resources and access to support services in Richmond.

These activities, while supporting Mental Health week, are in keeping with our Board Strategic Plan's goal to foster resilient and healthy life-long learners and are part of ongoing, district-wide supports for all students and staff in supporting mental health.

**Trustee Larson** – April is Sikh Heritage month in Canada. It was first officially recognized by the Government of Canada in 2019. Its purpose is to celebrate the contributions of all Sikh-Canadians and develop a greater understanding and appreciation of a rich, unique, and diverse heritage of the Sikh faith and culture. This month students of all ages have been learning about the contributions of Sikh Canadians. Posters were sent to all schools which provide information on Sikh contributions and history.

This April is also a month in which several of the faiths represented in our schools are observing religious celebrations. This past month, our schools have recognized Easter, Passover, and Ramadan in a variety of ways to ensure that our students learn and/or are represented in the different faiths and cultures that make up our schools.

May is Asian Heritage Month which is an opportunity for all of our staff and students to learn more about the many contributions of Canadians of Asian descent throughout our history. May is also Canadian Jewish Heritage Month, a time to celebrate the richness of Jewish culture, heritage, and history in Canada. In May, our schools will recognize Asian Heritage Month and Canadian Jewish Heritage Months in a variety of ways to ensure that all our students learn about Asian and Jewish heritage and excellence.

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. These many learning opportunities act to open doors to conversations in the commitment to ensuring the Richmond School District is a place of equity, inclusion and is a safe and respectful place for all members of our community.

**Trustee Tablotney** – As we announced at last month's public board meeting, tomorrow, April 28<sup>th</sup> is the National Day of Mourning. This is the day we take the time to pause to acknowledge workers killed or injured on the job. Flags are flown at half-mast and ceremonies are held across the country and around the world. While we honour those who have suffered as a result of workplace accidents, it is also a time to renew our commitment to creating safer workplaces for all employees.

**Trustee Goldstein** – Tonight we will be providing stakeholders and our community an opportunity to speak directly to Trustees on their budget priorities as the district faces fiscal challenges in these unprecedented times. We will be using a portion of tonight’s Board meeting for a Budget Committee of the Whole. During the Committee of the Whole, we will receive presentations and briefs on the budget or if you have comments or questions, you can email them to [boardmeetings@sd38.b.ca](mailto:boardmeetings@sd38.b.ca)

I would also encourage you to visit our Budget Process webpage to access information on our budget as well as submit your budget feedback.

**Trustee Nixon** – Trustees had the opportunity to attend the BC School Trustee Association AGM this past weekend. The Chairperson noted the theme this year was *Moving from grief to medicine, Moving forward with good hearts*. She noted it was an honour to listen and learn from some of the indigenous elders as they told their stories and cultural teachings. Younger indigenous speakers spoke about truth, reconciliation, and decolonization and what they’re hoping to see in terms of that being embedded in public education. During the business portion there were a number of advocacy motions that were passed with some around funding, operating and capital funding.

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

The Secretary Treasurer noted that there were printed copies of the RTA Brief available for attendees and that the Brief would be posted on the District website.

**2. Adoption of Agenda**

**049/2022 MOVED BY N. GOLDSTEIN AND SECONDED BY H. LARSON:**

**THAT** the Wednesday, April 27, 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**

Nil.

(d) **Questions from the Public**

There were no questions from the public.

**4. Executive**

The Superintendent indicated that the District was very proud to have welcomed 15 students and their families from Ukraine over the past few weeks. The District’s *Welcome Centre* staff including the settlement workers have been working hard to welcome the students and their families into Richmond schools and the community.

The Deputy Superintendent provided an update on secondary school organizational structures for 2022-2023. All ten secondary schools have been engaged in the process over the past month following several District surveys with a large number of students, parents and staff participating. The purpose of the survey was to gather feedback, perspectives and preferences on organizational structures. Options for consideration were linear, semester, quarter schedules and personalized learning time. Principals are working in consultation with the Assistant Superintendents and Deputy Superintendent in order to determine their school's schedule. The ten secondary schools are in varying stages of this complex process and will be sharing decisions by the end of next week.

The Executive Director of Learning Services updated trustees on *Education Week*, sharing that *Education Week* is an opportunity to share and celebrate the learning opportunities happening in Richmond schools and classrooms. This year’s theme is *Connection*, which highlights the importance of connection as a District community and the important connection that schools have been for students and families during the pandemic.

The Superintendent shared activities and highlighted events from around the District during the month of April, 2022 in a presentation that will be featured on the District website for next month. Following the update, a recording of a jazz performance by Hugh Boyd Secondary school of *Sunny Side of the Street* was presented.

**5. Approval of Minutes**

(a) Regular meeting of the Board held March 30, 2022

**050/2022 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:**

**THAT** the Board of Education (Richmond) approve the Minutes of Wednesday, March 30, 2022 Regular meeting as circulated.

**CARRIED**

(b) A Record of an In-camera meeting of the Board held March 30, 2022 was included for information.

## 6. Business Arising

### (a) 2022-2023 Annual Budget

#### 051/2022 MOVED BY H. LARSON AND SECONDED BY D. SARGENT:

**THAT** the Board of Education (Richmond) move into a committee of the whole to allow for all members of the public in attendance to have the opportunity to participate in the discussion on the 2022/2023 operating budget and that the Superintendent facilitate the discussion.

**CARRIED**

*The Superintendent assumed the role of Chair and asked the Secretary Treasurer to speak to the Budget Report as attached to the Agenda package.*

The Secretary Treasurer provided highlights of the 2022-2023 Budget process, currently underway. Staff have completed a three year base budget for the upcoming school year and following two years. She reported that the base budget reflects projected student enrolment, operating revenues from the Ministry of Education and other revenues such as rental and international tuition. The Budget also includes all known projected expenditures for the District. These estimates are completed based on the Public Sector Accounting Standards and following the government's financial reporting requirements. The Secretary Treasurer then noted the District is facing a structural budget shortfall of \$3.9M which is 1.8% of the District's total operating budget.

The Secretary Treasurer next outlined that the District's budget guiding principles, which are:

- to align the budget with the Board's Strategic Plan and Priorities
- that the budget is a transparent and inclusive engagement process involving all stakeholder groups
- that the District focus on maximizing learning opportunities for students,
- that innovation be supported while maintaining efficiency and long term sustainability.
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The Secretary Treasurer concluded that the budget decisions are based on accurate and relevant data and information.

*The Superintendent then called on Stakeholders to present their budget briefs to the Board:*

#### 1. Liz Baverstock, President, Richmond Teachers' Association (RTA)

Ms. Baverstock presented highlights from her brief including trustee-led advocacy; Delaying the budget decision until the June Board meeting; and no staff cuts. Ms. Baverstock then provided two different scenarios on Provincial Budget Adjustment scenarios for the board's consideration.

Trustees thanked Ms. Baverstock for the Brief and noted that the Board takes advocacy seriously. Regarding the comments regarding delaying the budget decision, the Secretary Treasurer outlined some of the implications in delaying the decision.

2. Ian Hillman, President, Stacey Robinson and Nancy Williams, Vice Presidents, CUPE 716.

CUPE 716 Executive members presented the following concerns related to the proposed budget cuts with specific focus on Library Technicians who work with students in the classroom. Mr. Hillman noted that CUPE positions bring learning and growth to the District.

Ms. Robinson asked several questions regarding the proposed reduction to library technicians. She noted that CUPE echoes the concerns of the RTA and request no cuts to staffing.

Ms. Williams asked about the proposed reduction to Career Information Advisor positions and stated concerns about the workload for the proposed two district advisors.

3. Andrew Scallion, President, Richmond District Parents Association (RDPA)

Mr. Scallion presented four areas of critical importance including: no personnel cuts at or near the classroom level including School Psychologists, Speech Language Pathologists, Career Information Advisors, the Literacy Support Teacher Consultant and Library Technicians. RDPA believes the costs of these positions should be covered by the Unrestricted Reserve Fund for this year.

He asked that Board advocacy on funding challenges be directed to the Ministry of Education and Child Care via written correspondence, as well as through a face to face meeting, and suggested involving messages through the media. Mr. Scallion expressed support for postponing the final decision on the budget to the regular June Board Meeting. He also suggested that the Board begin looking at restructuring to improve the operating function of the District.

4. Jessica Lee, Library Technician at RC Palmer Secondary spoke about the role of the Library Technician and its importance. She stated that Library Technicians are a primary source of connection for students, providing a safe haven and a refuge for students.
5. Megan Ritter, Library Technician from JN Burnett Secondary noted that any time staff are removed as resources for students, students are impacted. She added that having a Library Technician available over lunch allows students to access the library.
6. David Yang, former student talked about the support provided by the ELL Programs in the District.

*Following comments and questions from Trustees to the Budget feedback, the Superintendent turned the Chair over to Trustee Nixon. Trustee Sandra Nixon assumed the Chair.*

**052/2022 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:**

**THAT** the Board of Education (Richmond) rise and report from the Committee of the Whole discussion on the 2022/2023 operating budget.

**CARRIED**

**053/2022 MOVED BY H. LARSON AND SECONDED BY N. GOLDSTEIN:**

**THAT** the Board of Education (Richmond) refer all Stakeholder (and public if received) input and feedback to the budget process.

**CARRIED**

**(b) Diversity & Anti-racism Working Group Report.**

Assistant Superintendent Brautigam provided background on the Diversity and Antiracism Working Group that was formed as part of the recommendation to the June 10, 2020 public meeting of the Board of Education. The role of the Working Group has been to focus on consultation with students, staff, and other partner groups regarding their experiences with racism within the school district; provide a review of what the District is currently doing with respect to educating students about various forms of racism; conduct a review of current District policy and practices regarding incidents of racism; identify what gaps the District needs to address regarding anti-racism education and practices; and make recommendations to the Board for further action.

The Assistant Superintendent shared aspects of the report, focusing on the nine recommendations from the working group:

1. Establish a DEI Advisory Committee
2. Develop an Employee Focused DEI Implementation Strategy
3. Develop an Employee Focused DEI Implementation Strategy
4. Support All Schools and Facilities to be Safe and Brave Spaces
5. Ensure That Clear Reporting Guidelines for Incidents Causing Harm, such as Discrimination, Racism, and Sexual Harassment are Implemented, Including Measures to Make Reporting Safer, and to Provide Clarity Regarding All Steps That will be Followed in the Process
6. Update and/or Develop District Policies and Regulations with Clearly Articulated DEI Principles and Consideration of the Intended Reading Audience
7. Increase Student Voice and Leadership in DEI Initiatives
8. Engage in Decolonizing Practices as Part of the Board's Commitment to Truth and Reconciliation
9. Develop Inclusive Supports for the Parent/Caregiver Community Including Parent Advisory Councils

She concluded the report noting the District is grateful to all the members of the Diversity and Antiracism Working Group for the time and dedication they all demonstrated. The Diversity and Antiracism Working Group would also like to express sincere gratitude to the students, parents and staff who shared their voices through the survey and focus group process.

Following the report, Trustees had a number of questions and comments regarding the draft Terms of Reference for the Advisory Committee proposed in the report, and in particular, the reporting structure to the Board moving forward.

Trustees who were part of the Working Group noted that Assistant Superintendent Brautigam provided excellent leadership throughout the process. Trustee Tablotney referred to the SOGI Committee, suggesting that the Diversity and Anti-Racism Working Group be formed with a similar reporting structure.

*Following further comments and questions around the structure and draft terms of reference, the Chairperson called the question for an amendment to the motion:*

**054/2022      MOVED BY N. GOLDSTEIN AND SECONDED BY R. LEE:**

**AND FURTHER THAT**, The Terms of Reference be submitted to the Board for approval. The Committee may begin their work before receiving the approval. The approval by the Board may be by unanimous agreement via email or by resolution of the Board.

**DEFEATED**

**055/2022      MOVED BY D. TABLOTNEY AND SECONDED BY H. LARSON:**

**THAT** the Board receive the report of the Diversity and Anti-Racism Working Group, and support the priorities identified through:

1. Establishment of a DEI Advisory Committee to work with staff to move forward on the priorities identified by the Diversity and Antiracism Working Group.
2. Monitoring progress on these priorities through the strategic plan update process, regular reporting from the DEI Advisory Committee through the board standing committee structure, and an annual report to the Board from the DEI Advisory Committee.

**CARRIED**  
NEGATIVE: R. LEE

## **7.    New Business**

### **(a)    Board Advocacy**

Trustee Sargent proposed a motion for advocacy regarding the recent announcement of the paid five sick days for casual employees. Trustee Goldstein suggested that the Board request to meet with local members of parliament as well regarding federal funds.

**056/2022      MOVED BY D. SARGENT AND SECONDED BY N. GOLDSTEIN:**

**THAT** the Board of Education (Richmond) write a letter to the Minister of Education explaining the impact to the Richmond Board of Education on the recent announcement of five sick days;

**AND FURTHER THAT** the Board of Education (Richmond) meet with MLAs to discuss further concerns.

**CARRIED**

**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, May 9, 2022.

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

(i) Minutes of meeting held February 16, 2022 were attached for information.

A meeting was held on April 20, 2022. The next meeting is scheduled for Wednesday, May 18, 2022 at 6 pm.

- (c) **Facilities and Building Committee**  
*Chair: Ken Hamaguchi*  
*Vice Chair: Debbie Tablotney*

(i) Minutes of meeting held March 2, 2022 were attached for information.

A meeting was held on April 6, 2022. The next meeting is scheduled for Wednesday, May 4, 2022 at 4:30 pm.

- (d) **Finance and Legal Committee**  
*Chair: Donna Sargent*  
*Vice Chair: Ken Hamaguchi*

(i) Minutes of meeting held February 16, 2022 were attached for information.

(ii) Trustee Expenses for the Three Months ending March 31, 2022.

**057/2022      MOVED BY D. SARGENT AND SECONDED BY H. LARSON:**

**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 March 31, 2022, in the amount of \$4,877.20.

**CARRIED**

A meeting was held on April 20, 2022. The next meeting is scheduled for Wednesday, May 18, 2022 at 10 am.

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

The next meeting is scheduled for Monday, May 16, 2022 at 11 am.

**10. Correspondence**

- (a) **For Action:**  
 Nil.

**11. Board Committee and Representative Reports**

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

A meeting was held on April 13, 2022. The next meeting date to be determined.

**12. Adjournment**

**058/2022 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:**

**THAT** the Regular meeting of Wednesday, April 27, 2022 of the Board of Education (Richmond) be adjourned at 10:22 pm.

**CARRIED**

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S. NIXON,  
CHAIRPERSON

\_\_\_\_\_  
C. WANG,  
SECRETARY TREASURER