

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

MINUTES OF PUBLIC MEETING OF POLICY COMMITTEE

Date: Monday, May 16, 2022 at 11 am
Via Zoom Webinar

Present: Sandra Nixon, Vice Chair
Heather Larson, Member
Norman Goldstein, Alternate member
Scott Robinson, Superintendent
Christel Brautigam, Assistant Superintendent
Tim McCracken, Richmond Teachers' Association
Jw Cho, Richmond Teacher's Association
Mike Murray, Richmond Association of School Administrators
Jason Leslie, Richmond Association of School Administrators
Rebeca Avendano, Richmond Management Professionals Staff
Catherine Cleary, Executive Assistant (Recording Secretary)

Regrets: D. Tablotney, Chairperson

The Vice 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 March 7, 2022 were approved as circulated.

3. DIVERSITY, EQUITY, INCLUSION POLICY PROCESS

Assistant Superintendent Brautigam provided an update on the recommendations brought to the Board and approved at the end of April. The recommendation to update and develop District policies and regulations was outlined with clearly articulated Diversity, Equity, and Inclusion (DEI) principles. There was general feedback on the District's policies overall, where some updates and improvements might be considered as well as direct reference to 22 policies with specific recommendations. The report identified that many District policies contain outdated language that does not reflect the evolving terminology of today. She noted that as policy language can have a tendency towards the complex and pose barriers, suggestions on how to make policies more accessible to readers be part of the process.

It was also suggested that when policies are brought forward, there is a commitment to equity and inclusion being more visible throughout as policy is foundational to the District's operations.

Assistant Superintendent Brautigam spoke about the new DEI Advisory Committee, and the work that will include: language being accessible; a glossary of terms; a consistent template for policy documents – *policy structure, policy name and number, purpose and implementation procedures*; and use of text features such as flow charts or tables to provide a visual structure to the complexity of policy and the interactions within. As well, some policies will include links that refer to other policies or regulations to assist the reader to have further access and context, along with a site map on the policy page to see how policies interact. This initial work will take place and then the Advisory Group will refer back to the Policy Committee for further development.

ACTION: It was **AGREED** to refer the policy work to the DEI Advisory Group that will then bring back a recommendation to Policy Committee to work together in collaboration and prioritization.

4. MEETING FORMAT

The Policy Committee was canvassed on continuing with a virtual meeting format or move to in person meetings. Committee members stated they preferred a virtual meeting format, and the Vice Chair noted she would update the Chairperson on meeting preference going forward to the end of the school year.

5. STATUS OF CURRENT AND ANTICIPATED ITEMS

An Update was provided to the Committee. The Vice Chair noted that Policy 102 was on hold waiting for a report from the Working Group. Facilities Section 700: Phase 2 is also in progress. These policies will be coming back for review to a future Policy Committee meeting.

6. ADJOURNMENT

The meeting adjourned at 11:19 am.

Respectfully Submitted,

*Deborah Tablotney, Chairperson
Policy Committee*