

**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 25, 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
	Executive Assistant, Recording Secretary	C. Cleary

**Attended via Zoom*

The Chairperson called the meeting to order 7:03 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hənqəmínəm' (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 on Zoom 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; or through the Q and A feature in Zoom.

For the public joining the meeting virtually, 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 Tablotney – June is National Indigenous History Month so 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 Tuesday, June 21st, aligned with the summer solstice, 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 Larson – Following up from last month’s public board meeting, the Board has written a letter to the Minister of Education and the Richmond MLAs. The letter was to advocate for sustainable funding for public education and has been posted on the District Website under Board Advocacy.

The Board has also applied to present to the Select Standing Committee and the letter summarizing the Board and Stakeholder priorities has been written.

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

The Secretary Treasurer noted all materials had been made available.

2. Adoption of Agenda

The Chairperson noted that Item 4 - Executive Report would be moved to follow Item 6 (c) - Business Arising.

062/2022 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT the Wednesday, May 25, 2022 Regular agenda of the Board of Education (Richmond) be adopted as amended.

CARRIED

3. Presentations, Special Recognitions, Briefs and Questions from the Public

(a) **Presentations**

The Deputy Superintendent provided background on the collaborative process with the Richmond Teachers’ Association with secondary school schedules and organizational structures for the next school year. He then introduced the three principals: Anita Kwon from Richmond Secondary, Mike Jaswal from Cambie Secondary and Doug Ratzlaff from Burnett Secondary who were each accompanied by a student, who talked about their experience during the process of selecting a linear or semester program.

All three principals and students spoke about their positive experience with the process. Ultimately, eight of ten secondary schools have made the decision to move to a semestered schedule moving forward.

Trustees thanked the principals and students for their sharing their experience.

(b) **Special Recognitions**

Nil.

(c) **Briefs**

Nil.

(d) **Questions from the Public**

Ian Hillman, President of Cupe 716, asked a question regarding library technician positions and the impact of cuts to those positions.

Liz Baverstock, President of Richmond Teachers' Association, asked a question regarding the information contained in the Budget Bylaw. The Secretary Treasurer noted Budget Bylaw included in the meeting package was based on the budget proposals; and if there was any amendments to be made, those would be implemented following the Board's decision.

Ingrid Trouw, member of the public, asked a question regarding budget proposals affecting Library Technicians and Career Information Advisor positions.

Destiny Lang, a student, made a brief statement regarding the importance of school libraries to students.

Nancy Williams, 2nd Vice President of CUPE 716, made a brief statement regarding the 2022-2023 budget proposals.

4. Executive

This item followed Item 6 - Business Arising

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

5. Approval of Minutes

- (a) Regular meeting of the Board held April 27, 2022

063/2022 MOVED BY H. LARSON AND SECONDED BY N. GOLDSTEIN:

THAT the Board of Education (Richmond) approve the Minutes of Wednesday, April 27, 2022 Regular meeting as circulated.

CARRIED

- (b) A Record of an In-camera meeting of the Board held April 27, 2022 was included for information.

6. Business Arising

(a) 2022/2023 Annual Budget.

The Secretary Treasurer presented highlights from the Report as attached to the agenda package. She noted that the Annual Budget Bylaw and its supporting financial statements were prepared in accordance with the public sector accounting standards.

The total annual budget bylaw amount is approximately \$293 million comprised of the Operating, Special Purpose and Capital funds. The budget includes a combination of budget adjustments in the amount of \$2.5 million and the use of \$1.4 million in unrestricted accumulated surplus funds.

The Secretary Treasurer thanked the Stakeholder groups and the community for input and feedback during the budget process. She also expressed thanks to the senior team and finance team who did an excellent job to prepare the budget materials and make sure the process was inclusive, transparent and engaging.

The Chairperson read a statement to clarify claims that had been circulated through a District stakeholder letter and on social media regarding senior staff and trustee compensation increases. The Chairperson clarified that CUPE and teaching staff received a 2 per cent general wage increase in 2021. Management and administrative staff also received comparable wage increases with the exception of the current Superintendent and Deputy Superintendent who have not received any salary increases since July 2020. Highlighted was the pay-out of unused vacation days, the largest contributing factor for the apparent year over year increases that were identified in the stakeholder letter and on social media. Many senior staff were unable to take the majority of their vacation days due to the substantial increase in workload during the pandemic. These vacation days are required to be paid out under legislation when not taken.

A claim made in the stakeholder letter regarding trustee stipend increases was also not accurate as stipends are automatically adjusted annually and based on the Vancouver consumer price index. Over the past two years, trustee stipends have adjusted at an average rate of 1.4% which is comparable to those in other school districts. The Chairperson stated that no resolution has been passed during the current Board term to increase trustee stipends in any other way.

The Chairperson then moved to the Budget Bylaw item, and asked if there was unanimous consensus to have 3 readings.

There was unanimous consensus to have 3 readings.

The Chairperson read the Budget Bylaw.

064/2022 FIRST READING MOVED BY N. GOLDSTEIN AND SECONDED BY H. LARSON:

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 2022/2023 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 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$292,897,294 for the 2022/2023 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 2022/2023.

CARRIED

065/2022 SECOND READING MOVED BY H. LARSON AND SECONDED BY R. LEE:

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 2022/2023 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 2022/2023.
3. The attached "Statement 2" showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$292,897,294 for the 2022/2023 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 2022/2023.

CARRIED

The Chairperson then opened the discussion regarding the principle and content of the bylaw. Trustee Larson moved to amend the 2022-2023 annual budget bylaw by reversing the proposed budget adjustments of Library Technicians, Educational Assistant Literacy Support and Career Information Advisors. She also noted that with the amendment, the District would be able to maintain the unrestricted accumulated operating reserve balance of between 2% and 4% of its annual operating expenditures per Policy 631-R.

A Trustee stated support for the amendment and noted that students need these supports more than ever and that the District will be able to balance the budget utilizing surplus funds and maintain the required percentage. Following further comments, several other trustees stated they would also be voting in support of the motion.

A Trustee asked for clarification on the impact of the amendment on the District's financial position. The Secretary Treasurer clarified that with the amendment the estimated balance of unrestricted reserve funds to the total operating budget would be 2.6% as opposed to the 2.8% originally proposed.

A Trustee expressed appreciation for staff and the community for their contribution in the budget process, as well as the importance of maintaining a healthy level of operating reserves.

A Trustee stated that the District could be faced with similar budget challenges next year as a result of the underfunding of public education.

Following comments from all trustees, the Chairperson acknowledged the importance of all school-based staff who offer direct support to the students. She expressed support for Trustee Larson's proposed amendments to the budget bylaw.

066/2022 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the 2022/2023 Annual Budget Bylaw be amended to reverse the proposed budget adjustments of Library Technicians, Educational Assistant Literacy Support and Career Information Advisors.

CARRIED

NEGATIVE: N. GOLDSTEIN/D. SARGENT

*The Chairperson called for a recess at 8:50 pm.
The Public meeting reconvened at 9:14 pm.*

The Chairperson asked the Secretary Treasurer to confirm that the revised 2022/2023 Annual Budget Bylaw had been made publicly available. The Secretary Treasurer noted that the revised 2022/2023 Annual Budget Bylaw was posted on the District Website and hardcopies were available for attendees.

The Chairperson read the third and final reading of the Bylaw as amended.

067/2022 THIRD AND FINAL READING MOVED BY D.TABLOTNEY AND SECONDED BY K HAMAGUCHI:

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 2022/2023 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 2022/2023.
3. The attached "Statement 2" showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$293,371,294 for the 2022/2023 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 2022/2023.

CARRIED

The Annual Budget Bylaw for the fiscal year 2022/2023 having been read a first, second and third time, was passed and adopted on the 25th day of May 2022.

The Chairperson thanked everyone for the discussion and engagement throughout the process. The Chairperson then read the motion to approve authorized signatories for the 2022/2023 Annual Budget Bylaw.

068/2022 MOVED BY D. SARGENT AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education (Richmond) authorize the Chair of the Board and Secretary Treasurer to sign the 2022/2023 Annual Budget Bylaw and submit the 2022/2023 Annual Budget Bylaw together with the 2022/2023 Annual Budget to the Ministry of Education by June 30, 2022.

CARRIED

(b) Schedule of School Charges 2022-2023

The Deputy Superintendent referred to his report attached to the agenda package. He provided highlights and information to the Recommendation on the Schedule of School Charges for 2022-2023. He noted that all fees charged are in compliance with the School Act and Board policy.

Elementary school fees for the coming school year will include Optional School Supplies; a Kindergarten Cooking and Snack Program; and Student Agendas. Secondary School charges will include a basic fee that covers an agenda, student activities and student council. Additional and optional fees include the Advanced Placement Exams at a cost of \$150.00 per course; the International Baccalaureate (IB) Certificate Program at Richmond Secondary; and at the end of the school year students may participate in an Activity Week Excursion (extended field trip) with additional fees that will depend on the type of trip being offered.

A trustee asked what other districts are charging for similar items. The Superintendent responded that District charges are consistent with those charged by other metro Vancouver school districts.

Trustee Lee asked if the Report could be sent outlining the reasons behind any adjustments. The Deputy Superintendent noted he would forward that to Trustee Lee.

069/2022 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT the Board of Education (Richmond) approve the 2022-2023 Schedule of School Charges for Elementary and Secondary Schools in accordance with the School Act.

CARRIED

(c) **Board Approved Bus Riders 2022-2023**

The Executive Director, Facilities Services provided background to his report, noting that it is submitted annually in accordance with Board Policy 522/522-R regarding student transportation in the Richmond School District.

The Executive Director noted that 402 students used the District's bus service over the past year. 262 students are considered eligible riders with students in Kindergarten through grade three living beyond 4 km from their catchment school, and students in grades four through twelve living beyond 4.8 km from their catchment school.

Those riders or students with special needs or that require transportation for certain circumstances are not covered by Board regulation and are approved for busing by way of Board resolution. The increase in ridership is attributable to the gradual return to in person learning following the pandemic. The motion is to approve the continuation of bus service for those students served by the District's transportation system for whom traffic safety concerns have been identified for the upcoming school year.

070/2022 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT bus service for those students at schools served by the District's transportation system, for whom safety concerns have been identified, continue for the 2022/2023 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 on this issue.

CARRIED

7. New Business

(a) Nil.

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

A meeting was held on Monday, May 9, 2022. The next meeting date to be determined.

(b) **Education Committee**

Chair: Heather Larson
Vice Chair: Debbie Tablotney

The next meeting is scheduled for Thursday, May 26, 2022 at 6 pm.

(c) **Facilities and Building Committee**

Chair: Ken Hamaguchi
Vice Chair: Debbie Tablotney

(i) Minutes of meeting held April 6, 2022 were attached for information.

A meeting was held on May 4, 2022. The next meeting is scheduled for Wednesday, June 1, 2022 at 4:30 pm.

(d) **Finance and Legal Committee**

Chair: Donna Sargent
Vice Chair: Ken Hamaguchi

(i) Minutes of meeting held April 20, 2022 were attached for information.

A meeting was held on May 18, 2022. The next meeting is scheduled for Wednesday, June 15, 2022 at 10 am.

(e) **Policy Committee**

Chair: Debbie Tablotney
Vice Chair: Sandra Nixon

(i) Minutes of meeting held March 7, 2022 were attached for information.

A meeting was held on May 16, 2022. The next meeting is scheduled for Monday, June 20, 2022 at 11 am.

10. Correspondence

(a) **For Action:**

Nil.

11. Board Committee and Representative Reports

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

Nil.

12. Adjournment

071/2022 MOVED BY K. HAMAGUCHI AND SECONDED BY D. TABLOTNEY:

THAT the Regular meeting of Wednesday, May 25, 2022 of the Board of Education (Richmond) be adjourned at 9:39 pm.

CARRIED

S. NIXON,
CHAIRPERSON

C. WANG,
SECRETARY TREASURER