

**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, SEPTEMBER 21, 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	C. Brautigam
	Assistant Superintendent	J. MacMillan
	Assistant Superintendent	C. Stanger
	Executive Director, Human Resources	L. Buchanan*
	Executive Director, Facilities Services	F. Geyer*
	Executive Director, Learning & Business Technologies	R. Laing
	Director, Communications & Marketing	D. Sadler
	District Administrator, Continuing Education	J. Higo*
	Executive Assistant, Recording Secretary	J. Coronel

**Present for a portion of the meeting*

The Chairperson called the meeting to order at 7:05 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 do so via: boardmeetings@sd38.bc.ca.

For the public joining the meeting virtually, they are able to listen to the meeting but not speak or use the chat function in Zoom 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 Goldstein** - World Teachers' Day is held annually on October 5 to celebrate all teachers around the globe.

The theme for World Teachers' Day 2022 is "The transformation of education begins with teachers".

It is a day to celebrate how teachers are transforming education but also to reflect on the support they need to fully deploy their talent and vocation, and to rethink the way ahead for the profession globally.

The Richmond Board of Education would like to express their gratitude to all teachers who contribute to making the Richmond School District the best place to learn and lead.

Trustee Hamaguchi - It is my pleasure to introduce and officially welcome our new Assistant Superintendent, Mr. Chris Stanger, who joined our senior team this summer. Chris was most recently a Director of Instruction with the Vancouver School District. He brings with him a wealth of experience at both the school and district level after having spent a number of years in the Vancouver and Surrey School Districts. Chris, we are so pleased you decided to come and join the Richmond team and are very much looking forward to getting to know you better.

Trustee Tablotney - October is Foster Family Month in BC, which marks the 32nd year of celebrating the individuals and families who open their homes to children and youth in care in BC. These caregivers work hard to ensure that the young people in their care are provided with a safe and healthy home and are cared for and nurtured through some of the most difficult and formative years of their lives. Right now, more than 1000 children and youth around BC need temporary foster families so anyone who is interested in becoming a foster parent is encouraged to go to the website at fosteringconnections.ca for more information. A big thank you to all Richmond Foster Families.

Trustee Sargent - Literacy Month, celebrated in September in BC, increases awareness of the importance of literacy, and raises funds to support community-based literacy programs and initiatives across British Columbia. Literacy provides opportunities for all of us to make a substantial contribution to the education, growth, and prosperity of Canada.

Beyond reading and writing, literacy allows us to understand, critically analyze, and create a variety of forms of communication. As a foundation of our society, it is crucial to thriving as individual and communities.

The 2022 theme for Literacy Month is "Literacy Connects Us!" Literacy, in its many forms connects us to self, community and opportunity. We encourage everyone to connect and celebrate literacy each and every day in their school, home, and community.

Trustee Larson - September 30th is the National Day for Truth and Reconciliation. This statutory holiday allows us the opportunity to reflect on the Truth and Reconciliation Commission's findings and resulting Calls to Action. We encourage

all in our community to reflect on the findings of the Commission, and to read the 94 calls to action.

Orange Shirt Day is acknowledged in our schools on September 29, began in Williams Lake BC in 2013, honouring the Indigenous children who were sent away to residential schools in Canada. It has become a national movement to recognize the survivors of residential schools, honour them and show a collective commitment to ensure that every child matters. Acknowledged every year at the end of September, Orange Shirt Day opens the door to conversations on all aspects of residential schools and is an opportunity to create meaningful discussion about the effects of residential schools and the legacy they have left behind.

The Richmond Board of Education is committed to reconciliation and invites all members of our school communities to participate in Orange Shirt Day and take time to reflect on The National Day for Truth and Reconciliation on September 30th.

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

The Secretary Treasurer noted all materials had been made available to the public on our website.

2. Adoption of Agenda

088/2022 MOVED BY K. HAMAGUCHI AND SECONDED BY D. TABLOTNEY:

THAT the Wednesday, June 29, 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**

RTA Brief – Fall Concerns and Opportunities

Liz Baverstock, President of Richmond Teachers' Association, provided the following highlights from RTA's brief:

- Concerns around the timing of the Foundation Skills Assessment (FSA),

- parents' requests to withdraw their children from writing the FSA, and restricting access to FSA data
- Staffing shortages and its effect on teachers' wellness and workload, and reduction in service for students

Ms. Baverstock concluded with a statement that the RTA is vested in the outcome of School Board elections and emphasized the need for progressive candidates who remain committed to equity and inclusion. She then requested the Board to stand in solidarity with the joint statement from the Ministry and K-12 partners in support of SOGI.

The Chairperson thanked Ms. Baverstock for bringing RTA's concerns to the trustees for consideration.

(d) **Questions from the Public: Tonight's Agenda**

There were no questions from the public.

4. Executive

The Superintendent noted that schools had a relatively smooth start up this year. He also thanked staff across the district for their work in preparing our schools.

The Deputy Superintendent provided preliminary enrolment information and noted a positive trend in domestic and international enrolment. An enrolment summary report will be provided in the next Board meeting.

Assistant Superintendent MacMillan shared how schools are planning to commemorate National Day for Truth and Reconciliation on September 30. She then provided information on the Student and Family Affordability Fund, which is one-time funding to assist families with school-related costs and also to support school nutrition programs.

Finally, the Superintendent shared back to school events around the district, information on the JustB4 program at Grauer and Walter Lee Elementary, completion of the seismic upgrade at McKinney, the district's math play space at Terra Nova this past summer, and community building activities organized by the Richmond High School Grad Committee.

5. Approval of Minutes

- (a) Regular meeting of the Board held June 29, 2022

089/2022 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education (Richmond) approve the Minutes of Wednesday, June 29, 2022 Regular meeting as circulated.

CARRIED

- (b) A Record of an In-camera meeting of the Board held June 29, 2022 was included for information.

6. Business Arising

(a) Annual Strategic Plan Report to the Board

The Superintendent provided an update on the progress made on items scheduled for focus during the 2021-2022 school year and the areas of focus for the upcoming school year.

Staff then presented highlights on each of the Strategic Priorities and their accompanying goals:

Strategic Priority 1 : Inspired Learners

Assistant Superintendent MacMillan noted significant work done on professional learning opportunities, including the annual Innovation Inquiry Grant process. Another key area that will be carried on this year is formative assessment and communicating student learning, the use of e-portfolios and student self-reflection and engagement.

She also mentioned that the first of four Integrated Child and Youth Teams is being launched this Fall, which is a comprehensive structure for mental health supports for students and families in Richmond. As part of the focus on literacy and numeracy, the district has also been working on a framework on an Early Learning Literacy resource and has also launched literacy and numeracy YouTube videos prepared by staff.

The Superintendent responded to a trustee's question on which actions have been scheduled last year but were deferred to this year.

Strategic Priority 2 : Equity and Inclusion

The Deputy Superintendent highlighted two key initiatives last year: (1) completion of the review of the Aspen program by an external consultant; and (2) comprehensive review of the district's Alternate programs that was initiated by external consultants, with a report expected to be received later this fall.

Assistant Superintendent Brautigam emphasized the significance of the Diversity, Equity, and Inclusion (DEI) Advisory Committee, Equity Scan and SOGI Advisory Committee to achieve the goals under this Priority. As part of the recommendations from the Diversity, Equity, and Inclusion audit last year, the district's policies will be updated, and the district will remain focused on keeping the community engaged in learning opportunities under this Priority. Additional resources have been dedicated towards leadership development in the areas of equity and inclusion. Focus groups have also been implemented in some schools including students' involvement in the DEI Advisory Committee.

Trustees expressed their appreciation for the important work done and currently being done by the district around SOGI and equity and inclusion.

Strategic Priority 3 : Optimized Facilities and Technology

The Executive Director, Learning and Business Technologies highlighted that the district's technology infrastructure is stable, secure, and relevant to support learning. A three-year learning and business technology plan is currently being developed with input from staff and students. There has been an increase in access to technology across schools as well as an increase in the number of computer and iPad carts in schools. He also noted that the district remains focused on strengthening cybersecurity throughout the district through multi-factor authentication and the password policy.

The Executive Director, Facilities Services, provided information on the progress made in achieving the goals under Strategic Priority 3, including the implementation of a new comprehensive Asset Management system, development of a climate risk assessment for ten schools, completion of the Long Range Facilities Plan update, completion of the Five-Year Capital Plan update, and the acquisition of two zero emission electric school buses.

Trustees commented that the district has come a long way in terms of access to technology, which is an integral part of students' learning. Trustees also expressed appreciation for the district's sustainability initiatives and work done around the upgrade of facilities.

Strategic Priority 4 : A Progressive Workplace

The Executive Director, Human Resources, noted that there has been an increased sharing of information, expertise, and best practices across Human Resources staff. Human Resources is also looking at ways on how the district can learn from other districts on recruitment and retention, such as adding the following on the district's website: employee testimonials and profiles of staff, a "Careers" section, FAQs and other information that may be helpful for prospective candidates.

She also shared survey data from managers and administrators on staffing allocations, which will serve as a foundation for Human Resources' next steps to determine staffing allocation priorities. She then responded to a trustee's question on staffing needs for French Immersion teachers. A trustee also thanked the Executive Director, Human Resources for the great achievements of staff throughout the pandemic.

Strategic Priority 5 : A Connected Learning Community

The Director, Communications and Marketing updated trustees that the district's Internal Brand Guidelines have been developed, with an accompanying set of template files for staff to use when preparing documents and presentations. Training sessions will be conducted this year to ensure consistent use of these Guidelines. Analytics have now been implemented to analyze use

of district websites, school websites and social media platforms. Analytic reports will be shared to school administrators to help them understand how visitors interact with their school websites. Last year, the district completed a comprehensive intranet review, where staff and stakeholders provided feedback on the district's current intranet. Currently, staff are also identifying past and present engagement activities and will conduct a review to identify public participation best practices.

The Superintendent highlighted the creation of a Student Working Group to develop a framework for the district that will enable student voice to grow both at the school and district level. This year's Student Working Group met several times and focused on defining opportunities for student voice across the district. The Superintendent also noted that an area of focus is to ensure broader representation in the Student Working Group to include students with a variety of identities and experiences. Staff is also looking at a district-wide full day Student Voice to bring a larger group of students and will include stakeholder representatives and trustees as part of this event.

The Superintendent then responded to questions and comments from trustees on students' representation in the Working Group. Trustees also thanked the Superintendent and the Director, Communications and Marketing for the report.

The Executive Director, Human Resources left the meeting at 8:32 pm.

7. New Business

(a) Summer Programs Update

Assistant Superintendent Stanger provided a brief introduction on learning opportunities offered by Continuing Education for school-age and adult learners.

The District Administrator, Continuing Education shared some highlights of each of the 2022 Summer Learning Programs. He then responded to trustees' questions and comments on summer programs that would be most profitable for the district and employment status of teachers in the summer program.

The Executive Director, Facilities Services left the meeting at 8:32 pm.

The District Administrator, Continuing Education left the meeting at 9:11 pm.

(b) A.R. MacNeill Secondary School Equivalency Covenant. BYLAW. 3 READINGS REQUIRED.

The Secretary-Treasurer provided background on the basis and purpose of the Bylaw in relation to the renovation work at MacNeill Secondary for the Aspen program.

The Chairperson read the Bylaw:

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 38 (RICHMOND)
A.R. MacNEILL SECONDARY SCHOOL EQUIVALENCY COVENANT BYLAW 2022**

WHEREAS a board of education may dispose of land or improvements owned or administered by the board under the authority of Section 96(3) of the School Act, subject to the Orders of the Minister of Education;

AND WHEREAS Section 65(5) of the *School Act* requires a board of education to exercise a power with respect to the acquisition or disposal of property only by bylaw;

AND WHEREAS:

- (a) The British Columbia Building Code provides for certain fire, building and safety protection measures for the current or intended use of buildings, and permits equivalent performance measures;
- (b) The Board of Education of School District No. 38 (Richmond) (the "**Board**") proposes to install delayed egress doors at the A.R. MacNeill Secondary School site (the "**Property**") as described in a report prepared for the City of Richmond (the "**City**") by Eriksberg Engineering Ltd. dated January 18, 2022 (revised March 2, 2022 and June 14, 2022) and identified by the City in Equivalency Permit Application No. 22-007557 (the "**Application**");
- (c) As a condition of granting the Application, the City requires the Board to grant an Equivalency Covenant (the "**Equivalency Covenant**") to be registered against the Property in favour of the City;
- (d) The Board has determined and hereby confirms that the granting of the Equivalency Covenant will not conflict with or detract from the regular or extracurricular program of a school or the current or future educational needs of the school district;
- (e) The Property is facility number 03838064; and
- (f) The address of the Property is 6611 No. 4 Road, Richmond, British Columbia, V6Y 1R4, and the legal description of the Property is:

Parcel Identifier: 027-840-891
Lot 2 Section 10 Range 6 West New Westminster District Plan BCP39451.

NOW THEREFORE be it resolved as a Bylaw of the Board that the Board grant the Equivalency Covenant to the City in the form required by the City and register the Equivalency Covenant against title to the Property.

BE IT FURTHER resolved that the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver the Equivalency Covenant and all related documents required to complete the registration of the Equivalency Covenant.

This Bylaw may be cited as "School District No. 38 (Richmond) A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2022".

The Chairperson then noted there would be 3 readings of the Bylaw and asked for unanimous consensus:

There was unanimous consensus that 3 readings take place.

090/2022 1st READING MOVED BY D. TABLOTNEY AND SECONDED BY N. GOLDSTEIN:

THAT the Board of Education (Richmond) approve A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2022.

CARRIED

The Secretary Treasurer responded to a trustee's question on the purpose of the Equivalency Covenant Bylaw.

091/2022 2nd READING MOVED BY D. TABLOTNEY AND SECONDED BY H. LARSON:

THAT the Board of Education (Richmond) approve A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2022.

CARRIED

092/2022 3rd AND FINAL READING MOVED BY K. HAMAGUCHI AND SECONDED BY D. SARGENT:

THAT the Board of Education (Richmond) approve A.R. MacNeill Secondary School Equivalency Covenant Bylaw 2022.

CARRIED

A.R. MACNEILL SECONDARY SCHOOL EQUIVALENCY COVENANT BYLAW 2022 WAS CARRIED.

(c) Board Advocacy

The Chairperson provided an update on the meeting with Minister Whiteside and MLAs Greene and Yao to discuss various concerns including sustainable funding for the district, the need for seismic upgrading of twenty-two schools, the structural shortfall in the district's budget in the last two years, teacher and support staff retention, unfunded inflationary and staffing costs, and additional funding for equity work.

She also shared that in May and June, a written submission and presentation was made to the Select Standing Committee on Finance. She then referred to the Select Standing Committee's Consultation report attached to the agenda package where the district's concerns were acknowledged.

In response to the conversations with the Ministry about equity and to the request made by RTA in their brief, the Chairperson then proposed a motion to release a joint statement with district partner groups supporting SOGI and the similar joint statement made by the Ministry and BC K-12.

093/2022 MOVED BY D. SARGENT AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education (Richmond) work with district partner groups to issue a joint statement in support of SOGI and joint statement released by the Ministry and BC K-12 in support of SOGI.

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

(i) **RECOMMENDATION:** Audited Financial Statements for the Fiscal Year End 2021-2022.

The Secretary Treasurer thanked the Finance team for a clean audit which provides the assurance to the Board, Ministry and public that the district has strong internal controls and financial processes.

094/2022 MOVED BY N. GOLDSTEIN AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education (Richmond) approves the Audited Financial Statements for the fiscal year ended June 30, 2022, as presented;

AND FURTHER THAT the Chair of the Board, the Superintendent of Schools and the Secretary Treasurer are authorized to sign the audited financial statements.

CARRIED

A meeting was held on September 12, 2022. The next meeting is scheduled for Monday, January 9, 2023.

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

- (i) Minutes of the meeting held on June 22, 2022 were attached for information.

A meeting was held on September 14, 2022. The next meeting is scheduled for Wednesday, January 18, 2023 at 6 pm.

(c) **Facilities and Building Committee**

Chair: Ken Hamaguchi

Vice Chair: Debbie Tablotney

- (i) Minutes of the meeting held on June 1, 2022 were attached for information.
- (ii) **RECOMMENDATION:** Development of Two Additional Indigenous Gathering Spaces.

Assistant Superintendent MacMillan provided a brief background on existing Indigenous Gathering Spaces in the district and the recommendation to increase these spaces from two to four spaces.

095/2022 MOVED BY K. HAMAGUCHI AND SECONDED BY H. LARSON:

THAT the Board of Education (Richmond) approves that staff proceed with the proposed development of two additional Indigenous Gathering Spaces as presented to a maximum cost of \$300,000 funded from Local Capital Reserves.

CARRIED

A meeting was held on September 7, 2022. The next meeting is scheduled for Monday, October 3, 2022 at 4:30 pm.

(d) **Finance and Legal Committee**

Chair: Donna Sargent

Vice Chair: Ken Hamaguchi

- (i) Minutes of the meeting held on June 15, 2022 are attached for information.
- (ii) **RECOMMENDATION:** Trustee Expenses for the 3 months ending June 30, 2022

096/2022 MOVED BY D. SARGENT AND SECONDED BY D. TABLOTNEY:

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 June 30, 2022, in the amount of \$6,275.79.

CARRIED

A meeting was held on September 14, 2022. The next meeting is scheduled for Wednesday, December 7, 2022 at 10 am.

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

The next meeting is scheduled for Monday, October 3, 2022 at 11 am.

10. Correspondence

- (a) **For Action:**

Nil.

11. Board Committee and Representative Reports

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

The next meeting date to be determined.

12. Adjournment

097/2022 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the Regular meeting of Wednesday, September 21, 2022 of the Board of Education (Richmond) be adjourned at 9:33 pm.

CARRIED

S. NIXON,
CHAIRPERSON

C. WANG,
SECRETARY TREASURER