

## Board of Education Public Meeting Minutes

Wednesday, May 24, 2023 – 7:00 pm  
1<sup>st</sup> Floor Boardroom and via Zoom

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**Present:**

Chairperson	D. Tablotney
Vice Chairperson	H. Larson
Trustee	K. Hamaguchi
Trustee	D. Sargent
Trustee	A. Wong
Trustee	D. Yang
Acting Superintendent of Schools	R. Ryan
Secretary Treasurer	C. Wang
Acting Deputy Superintendent	C. Brautigam
Assistant Superintendent	J. MacMillan
Assistant Superintendent	C. Stanger
Executive Director, Human Resources	L. Buchanan
Executive Director, Facilities Services & Richmond Project Office	F. Geyer
Executive Director, Learning and Business Technologies	R. Laing
Director, Richmond International Education	S. Sephton
Executive Assistant (Recording Secretary)	T. Lee

**Regrets:**

Trustee	R. Belleza
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The Chairperson called the meeting to order at 7:05 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmi̓nəm̓ language group on whose traditional and unceded territories we teach, learn and live.

**1. Recognition of Visitors, Announcements, Trustees' Updates**

**(a) Recognition of Visitors**

The Chairperson welcomed the gallery to the meeting.

**(b) Announcements**

**Trustee Larson:** In the month of June, 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 21, aligned with the summer solstice, all are invited to participate in events that will take place to honour Indigenous peoples across the country. As reflected in the board's strategic plan, Indigenous Peoples' history, perspectives, and learning approaches are embedded within district planning and practices as students are provided with authentic opportunities to learn about, respect, and engage with Indigenous cultures. Indigenous History Month is a reminder of our shared responsibility to honour, uplift, and amplify Indigenous voices in pursuit of truth, understanding, and reconciliation.

**Trustee Yang:** Every year, the Richmond School District recognizes and supports Pride Season, from June through September. Pride Season is a time when we celebrate the diversity within our district and the LGBTQ2S+ community. It is also a time to acknowledge the history of the community, the hardships they have endured, and the progress that has been made.

While there are a number of Pride events that occur during the summer months in local communities, there are also many initiatives that occur throughout the year.

This year, the first in-person Rainbow Network event for staff took place, an opportunity to connect and reflect upon how to support LGBTQ2S+ colleagues throughout the district. In addition, student leaders have participated in Rainbow Café events, and have been busy planning a Pride Party this June. There will be a carnival theme with an opportunity for LGBTQ2S+ youth and allies to connect. Many school alliance groups are also involved in creating displays or other events this month to raise awareness about PRIDE as well.

There will be a Richmond contingent of staff, students, parents, and community members participating in the annual Vancouver Pride Parade in August. We also look forward to additional rainbow sidewalk installations at some elementary and secondary sites this summer.

Our district would like to acknowledge the LGBTQ2+ communities and their allies, recognize their positive contributions to our community and wish everyone a Happy Pride Season!

(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 the district website.

**2. Adoption of Agenda**

**070/2023 MOVED BY K. HAMAGUCHI AND SECONDED BY A. WONG:**

**THAT** the Wednesday, May 24, 2023 regular agenda of the Board of Education (Richmond) be adopted as circulated.

**CARRIED**

### **3. Presentations, Briefs, Special Recognition**

#### **(a) Presentations**

Nil.

#### **(b) Special Recognitions**

Nil.

#### **(c) Briefs**

Nil.

### **4. Questions from the Public**

Liz Baverstock, President of Richmond Teachers' Association, commented regarding the annual budget reports, noting her appreciation on the clarity of the documents. She then inquired regarding the one-time teacher allocation for Indigenous Focused Graduation requirement and if the board has considered making this ongoing, if the board would consider having an earlier budget approval to better align with the staffing process, and how the district is preparing schools for the hotter weather due to climate change.

The Chairperson thanked the President of Richmond Teachers' Association for her questions.

### **5. Executive**

The Acting Superintendent shared a slideshow presentation on events around the district, including the Welcome to Kindergarten event, the concert series at Gateway Theatre, Journey into Exploring Geometry at Byng Elementary, Richmond Secondary Colt Ambassadors' mental health campaign, and unlocking the potential for McKinney Elementary's grade two student, Sophie, learning through assistive technology. Trustees thanked the Acting Superintendent for his report.

### **6. Approval of Minutes of Prior Meetings**

(a) A record of an in-camera meeting of the board held Wednesday, April 26, 2023 was included for information.

(b) Regular meeting of the board held Wednesday, April 26, 2023

**071/2023 MOVED BY H. LARSON AND SECONDED BY A. WONG:**

**THAT** the Board of Education approve the Minutes of Wednesday, April 26, 2023, regular meeting as circulated.

**CARRIED**

## 7. Business Arising from Prior Minutes

### (a) 2023/24 Annual Budget Bylaw – Three Readings

The Secretary Treasurer referred to her report as included in 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. She then thanked the Finance team for their work in completing the budget documents and stakeholders for their input and feedback throughout the budget process. The Chairperson thanked the Secretary Treasurer and the Financial Services department for their work.

**There was unanimous consensus that three readings of the 2023/24 Annual Budget Bylaw take place.**

The Chairperson then read the first reading of the 2023/24 Annual Budget Bylaw in full:

#### **ANNUAL BUDGET BYLAW**

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 2023/24 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, Ministerial Orders, and Ministry of Education and Child Care Policies 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 2023/24.
3. The attached Statement 2 showing the estimated revenue and expense for the 2023/24 fiscal year and the total budget bylaw amount of \$343,958,136 for the 2023/24 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 2023/24.

**072/2023 FIRST READING MOVED BY H. LARSON AND SECONDED BY D. YANG:**

**CARRIED**

The Chairperson then read the second reading of the bylaw in summary.

The Annual Budget Bylaw has been prepared in accordance with the School Act, Ministerial Orders, and Ministry policies. The total budget for the 2023/24 fiscal year amounts to \$343,958,136. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2023/24.

**073/2023 SECOND READING MOVED BY A. WONG AND SECONDED BY D. YANG:**

**CARRIED**

Trustees then provided their views and feedback regarding the annual budget and thanked the Secretary Treasurer and the Finance team for their work.

The Chairperson then read the third reading of the bylaw in summary.

The Annual Budget Bylaw has been prepared in accordance with the School Act, Ministerial Orders, and Ministry policies. The total budget for the 2023/24 fiscal year amounts to \$343,958,136. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2023/24.

**074/2023 THIRD AND FINAL READING MOVED BY D. SARGENT AND SECONDED BY K. HAMAGUCHI:**

**CARRIED**

The Chairperson highlighted the Fiscal Plan and thanked the Secretary Treasurer and the Finance team for their work in putting it together.

**The 2023/24 Annual Budget Bylaw is therefore approved.**

The Chairperson then read the motion to approve authorized signatories for the 2023/24 Annual Budget Bylaw.

**075/2023 MOVED BY D. YANG AND SECONDED BY A. WONG:**

**THAT** the Board of Education (Richmond) authorize the Chair of the Board and Secretary Treasurer to sign the 2023/24 Annual Budget Bylaw and submit the 2023/24 Annual Budget Bylaw together with the 2023/24 Annual Budget to the Ministry of Education by June 30, 2023.

**CARRIED**

**(b) Schedule of School Charges 2023/24**

The Acting Deputy Superintendent referred to her report as included in the agenda package. She then responded to a trustee's question regarding the proposed changes in fees. The Secretary Treasurer provided responses to a trustee's question regarding previous years' balances of the optional basic school supplies fee accounts. The Secretary Treasurer further explained that there have been no increases for the optional basic school supplies fee since the 2016/17 school year. Discussion ensued regarding the optional basic school supplies fee increase.

**Main Motion:**

**076/2023 MOVED BY D. SARGENT AND SECONDED BY A. WONG:**

**THAT** the Board of Education (Richmond) approve the 2023/24 Schedule of School Charges for Elementary and Secondary Schools in accordance with the School Act.

**Amendment:**

**077/2023 MOVED BY D. YANG:**

**AND FURTHER** that the School Supplies Fee for elementary schools be set at \$30 within the Schedule of School Charges 2023/24.

A seconder was not obtained, and the amendment motion was not considered. Following further discussion, trustees voted on the main motion.

**CARRIED**

**8. New Business**

(a) **International Tuition Fee Increase**

The Director, Richmond International Education referred to his report as included in the agenda package.

**078/2023 MOVED BY D. SARGENT AND SECONDED BY D. YANG:**

**THAT** the Board of Education (Richmond) approve a tuition fee increase for students registered in Richmond International Education (RIE) from CAD\$15,000 (Fifteen Thousand Canadian Dollars) per year, to CAD\$16,000 (Sixteen Thousand Canadian Dollars) per year, effective September 1 of the 2024/25 school year.

**CARRIED**

**9. Questions from the Public**

There were no questions from the public.

**10. Standing Committee Reports**

(a) **Audit Committee**

*Chairperson: David Yang*

*Vice Chairperson: Ken Hamaguchi*

A meeting was held on Tuesday, May 2, 2023. The next meeting date to be determined.

(b) **Education Committee**

*Chairperson: Heather Larson*

*Vice Chairperson: David Yang*

- (i) Minutes of the meeting held on April 19, 2023, were attached for information.

A meeting was held on Wednesday, May 17, 2023. The next meeting is scheduled for Wednesday, June 14, at 6:00 pm.

(c) **Facilities and Building Committee**

*Chairperson: Ken Hamaguchi*

*Vice Chairperson: Debbie Tablotney*

- (i) Minutes of the meeting held on April 5, 2023, were attached for information.

A meeting was held on Wednesday, May 3, 2023. The next meeting is scheduled for Wednesday, June 7, 2023, at 4:30 pm.

(d) **Finance and Legal Committee**

*Chairperson: Donna Sargent*

*Vice Chairperson: Rod Belleza*

- (i) Minutes of the meeting held on April 19, 2023, were attached for information.

A meeting was held on Wednesday, May 17, 2023. The next meeting is scheduled for Wednesday June 14, 2023, at 10:00 am.

(e) **Policy Committee**

*Chairperson: Debbie Tablotney*

*Vice Chairperson: Heather Larson*

- (i) **RECOMMENDATION:** Policy 101/101-R: Strategic Planning

**079/2023      MOVED BY D. YANG AND SECONDED BY A. WONG:**

**THAT** the Board of Education approve the attached revised Policy 101 and 101-R: Strategic Planning, in accordance with Board Policy 204: Creation and Revision of Policy and Regulations.

**CARRIED**

- (ii) A Notice of Motion for the June 21, 2023 Public Board Meeting regarding Policy 201: Bylaw Board Operations was attached for information.

- (iii) A Notice of Motion for the June 21, 2023 Public Board Meeting regarding Policy 311/311-R: Freedom of Information and Protection of Privacy was attached for information.

(iv) A Notice of Motion for the June 21, 2023 Public Board Meeting regarding Policy 621/621-R: Financial Planning and Reporting, and Policy 631-R Accumulated Operating Surplus and Capital Reserves was attached for information.

(v) Minutes of the meeting held on April 17, 2023, were attached for information.

A meeting was held on Monday, May 15, 2023. The next meeting is scheduled for Monday June 19, 2023, at 11:00 am.

## **11. Board Committee and Representative Reports**

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

The next meeting is scheduled for Wednesday, September 13, 2023.

### **(b) BCSTA**

The BCSTA Annual General Meeting was held on April 27-30, 2023.

### **(c) BCPSEA**

Nil.

## **12. Correspondence**

### **(a) For action:**

Nil.

### **(b) For information:**

Nil.

## **13. Adjournment**

**080/2023 MOVED BY D. YANG AND SECONDED BY H. LARSON:**

**THAT** the regular meeting of Wednesday, May 24, 2023 of the Board of Education be adjourned at 8:08 pm.

**CARRIED**

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D. TABLOTNEY  
Chairperson

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C. WANG  
Secretary Treasurer