

Board of Education
Public Meeting Minutes

Wednesday, September 27, 2023 – 7:00 pm
1st Floor Boardroom and via Zoom

Present:

Chairperson	D. Tablotney
Vice Chairperson	H. Larson
Trustee	R. Belleza
Trustee	D. Sargent
Trustee	A. Wong
Trustee	D. Yang
Superintendent of Schools	C. Usih
Deputy Superintendent	R. Ryan
Secretary Treasurer	C. Wang
Assistant Superintendent	C. Brautigam
Assistant Superintendent	J. MacMillan
Assistant Superintendent	C. Stanger
Executive Director, Learning and Business Technologies	R. Laing
Director, Communications and Marketing	D. Sadler
District Administrator, Continuing Education	J. Higo
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

Trustee	K. Hamaguchi
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The Chairperson called the meeting to order at 7:03 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmiñəm 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 and introduced the Superintendent to his first Board meeting.

(b) Announcements

Trustee Wong: World Teachers' Day is held annually on October 5 to celebrate all teachers around the globe.

The theme for World Teachers' Day 2023 is "The teachers we need for the education we want: The global imperative to reverse the teacher shortage".

The 2023 celebrations will aim to put the importance of stopping the decline in the number of teachers and then starting to increase that number at the top of the global agenda.

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 Yang: October is Foster Family Month in BC, which marks the 33rd 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 2023 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 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 30.

(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

099/2023 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:

THAT the Wednesday, September 27, 2023 regular agenda of the Board of Education be adopted as circulated.

CARRIED

3. Presentations, Briefs, Special Recognition

(a) **Presentations**

Nil.

(b) **Special Recognitions**

Nil.

(c) **Briefs**

RTA Briefs

Presented by Liz Baverstock, President, Richmond Teachers' Association

(i) **Richmond SOGI Statement of Support**

The President, Richmond Teachers' Association thanked the Board and stakeholder groups who joined in support of the statement. The Chairperson also thanked all stakeholder groups and the Board for their joint statement.

(ii) **Foundation Skills Assessment (FSA)**

The President, Richmond Teachers' Association provided the following highlights from RTA's brief:

- Concerns around the timing of the FSA;
- Parents' requests to withdraw their children from writing the FSA; and
- Restricting access to FSA data.

She then requested the Board to join the RTA campaign and responded to trustee's questions. Trustees thanked the President, Richmond Teachers' Association for the brief.

100/2023 MOVED BY D. YANG AND SECONDED BY H. LARSON:

THAT the Board of Education refer the Richmond Teachers' Association Brief to staff.

CARRIED

4. Questions from the Public

There were no questions from the public.

5. Executive

The Superintendent shared the following highlights:

- Thanked students, staff and families for their efforts to the start of the new school year;
- Visited 30 schools as well as the Facilities Services Centre, District Resources Centre, Adult Education Centre, and district alternative programs centre;
- Emphasized the components of the strategic plan;
- National Day for Truth and Reconciliation on September 30; and
- Non-Instructional Day on September 22, where staff engaged in a day of professional learning with Dr. Dustin Louie.

6. Approval of Minutes of Prior Meetings

- (a) A record of an in-camera meeting of the board held Wednesday, June 21, 2023 was included for information.
- (b) Regular meeting of the board held Wednesday, June 21, 2023

101/2023 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

THAT the Board of Education approve the Minutes of Wednesday, June 21, 2023, regular meeting as circulated.

CARRIED

7. Business Arising from Prior Minutes

(a) **Board Advocacy**

The Chairperson highlighted the Board presentation to the Select Standing Committee in June which emphasized the significant challenge posed by space pressure in the City Centre schools. She noted the Government's Budget Consultation Report is included the agenda package. She thanked the Board and stakeholder groups for participating in the joint report and presentation.

The Chairperson also noted she will be attending the BCSTA provincial Advocacy Day on Oct 19 to continue the advocacy work for the district.

(b) **Annual Strategic Plan Report to the Board**

The Deputy Superintendent provided an update on the achievements related to the 2022/23 school year's objectives and outlined the priorities for the upcoming school year.

Trustees noted their appreciation for the report and commended the achievements in executing the Strategic Plan. The Executive Director, Learning and Business Technologies then responded to a trustee's question regarding the progress and scope of the video surveillance installation project. A comment was also made by a trustee regarding the connection between technology infrastructure and enterprise risk management.

8. New Business

(a) **Summer Learning 2023 Highlights**

Assistant Superintendent Brautigam provided background on Richmond Continuing Education and Summer Learning programs.

The District Administrator, Continuing Education shared a slideshow presentation on the programs offered this summer. He then responded to trustees' questions regarding numeracy program offerings, the application process for Summer Learning, incorporating social emotional learning into program offerings, and volunteering within the Inquiry to Leadership program. Trustees thanked staff for their work in putting together diverse program offerings for students.

(b) **Capital Bylaw No. 2023/24-CPSD38-02**

The Secretary Treasurer referred to her report as included in the agenda package.

There was unanimous consensus that three readings of the 2023/2024 Capital Bylaw take place.

The Chairperson then read the first reading of the 2023-2024 Capital Bylaw in full:

Capital Bylaw No. 2023/24-CPSD38-02

A BYLAW by the Board of Education of School District No. 38 (Richmond) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

WHEREAS in accordance with provisions of the School Act the Minister of Education (hereinafter called the "Minister") has approved the Capital Plan of the Board.

NOW THEREFORE the Board agrees to the following:

- (a) authorize the Secretary-Treasurer to execute Project Agreement(s) related to the expenditures contemplated by the Capital Plan;

- (b) upon approval to proceed, commence the Project(s) and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2023/2024 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated 09 March 2023 is hereby adopted.
2. This Bylaw may be cited as **School District No. 38 (Richmond) Capital Bylaw No. 2023/24-CPSD38-02.**

102/2023 FIRST READING MOVED BY R. BELLEZA AND SECONDED BY H. LARSON:

CARRIED

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

THAT the Board of Education approve CAPITAL BYLAW No. 2023/2024-CPSD38-02. Through the Bylaw, the Board agrees to authorize the Secretary Treasurer to execute the project agreement, and commence and proceed the approved projects and comply with all applicable laws, regulations and Ministry policies.

The Secretary Treasurer then responded to a question from a trustee regarding the expected project completion date.

103/2023 SECOND READING MOVED BY D. SARGENT AND SECONDED BY A. WONG:

CARRIED

The Chairperson then read the third and final reading of the bylaw in summary:

THAT the Board of Education approve CAPITAL BYLAW No. 2023/2024-CPSD38-02. Through the Bylaw, the Board agrees to authorize the Secretary Treasurer to execute the project agreement, and commence and proceed the approved projects and comply with all applicable laws, regulations and Ministry policies.

104/2023 THIRD AND FINAL READING MOVED BY D. YANG AND SECONDED BY H. LARSON:

CARRIED

The Capital Bylaw No. 2023/24-CPSD38-02 is therefore approved.

(c) **Approval of Additional Minor Capital Programs – Food Infrastructure Program**

The Secretary Treasurer referred to her report as included in the agenda package. She then responded to a trustee’s question regarding the scope of work for the sites and the determination of elementary schools for upgrades. A trustee then requested for a report on the School Food Infrastructure Program.

105/2023 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

THAT the Board of Education approve the inclusion of additional Minor Capital Programs – Food Infrastructure Program in the 2024/25 Five-Year Capital Plan.

CARRIED

9. Questions from the Public

The President, Richmond Teachers’ Association inquired about the following:

1. Advocacy for Classroom Enhancement Funding (CEF) and the potential negative impact of the change of the funding model on CEF; and
2. Teacher recruitment and retention update.

The Chairperson thanked the President, Richmond Teachers’ Association for her comments.

10. Standing Committee Reports

(a) **Audit Committee**

Chairperson: David Yang

Vice Chairperson: Ken Hamaguchi

- (i) **RECOMMENDATION:** Audited Financial Statements for the Fiscal Year Ended June 30, 2023.

The Committee Chairperson provided brief background, noting the clean audit and thanked the Finance staff and the KPMG auditors for their work. The Secretary Treasurer then provided further information on the funding model, cost of expansion of the City Center schools, inflationary cost pressures, and cost pressures for portables following a question from a trustee.

106/2023 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:

THAT the Board of Education approve the Audited Financial Statements for the fiscal year ended June 30, 2023, as presented;

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

CARRIED

(ii) A meeting was held on September 19, 2023. The next meeting is scheduled for Tuesday, January 9, 2024.

(b) **Education Committee**

Chairperson: Heather Larson

Vice Chairperson: David Yang

(i) Minutes of the meeting held on June 14, 2023, are attached for information.

A meeting was held on Wednesday, September 20, 2023. The next meeting is scheduled for Wednesday, October 18, 2023, at 6:00 pm.

(c) **Facilities and Building Committee**

Chairperson: Ken Hamaguchi

Vice Chairperson: Debbie Tablotney

(i) Minutes of the meeting held on June 7, 2023, are attached for information.

A meeting was held on Wednesday, September 6, 2023. The next meeting is scheduled for Wednesday, October 4, 2023, at 4:30 pm.

(d) **Finance and Legal Committee**

Chairperson: Donna Sargent

Vice Chairperson: Rod Belleza

(i) **RECOMMENDATION:** Trustees Expenses for the Three Months ended June 30, 2023.

The Committee Chairperson noted the main expenses were from the BCSTA AGM.

107/2023 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

WHEREAS the Board of Education 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 approve Trustees' expenses paid during the three-month period ended June 30, 2023, in the amount of \$11,539.98.

CARRIED

(ii) Minutes of the meeting held on May 17, 2023, are attached for information.

A meeting was held on Wednesday, September 20, 2023. The next meeting is scheduled for Wednesday, October 18, 2023, at 10:00 am.

(e) **Policy Committee**

Chairperson: Debbie Tablotney

Vice Chairperson: Heather Larson

- (i) Minutes of the meeting held on May 15, 2023, are attached for information.

A meeting was held on Monday, September 18, 2023. The next meeting is scheduled for Monday, October 16, 2023, at 11:00 am.

11. Board Committee and Representative Reports

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

A meeting was held on Wednesday, September 13, 2023. The next meeting is scheduled for Wednesday, November 15, 2023.

(b) **BCSTA**

The Chairperson highlighted the Metro Branch meeting and the presentation from BCPSEA.

(c) **BCPSEA**

Nil.

12. Correspondence

Nil.

13. Adjournment

108/2023 MOVED BY A. WONG AND SECONDED BY D. YANG:

THAT the regular meeting of Wednesday, September 27, 2023 of the Board of Education be adjourned at 8:45 pm.

CARRIED

D. TABLOTNEY
Chairperson

C. WANG
Secretary Treasurer