

## Finance and Legal Committee

### Public Meeting Minutes

Wednesday, October 18, 2023 – 10:00 am  
Via Zoom

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**Present:**

Chairperson	D. Sargent
Vice Chairperson	R. Belleza
Trustee Member	K. Hamaguchi
Trustee	A. Wong
Superintendent	C. Usih
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
District Administrator, Human Resources	T. Major
2nd Vice President, Richmond Teachers' Association	F. Marsic
Representative, Richmond Management and Professional Staff	R. Corbin
Representative, Richmond Association of School Administrators	W. Walker
Executive Assistant (Recording Secretary)	T. Lee

**Regrets:**

Vice President, Richmond Association of School Administrators	A. Goulas
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The meeting was called to order at 10:00 am.

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.

Prior to adoption of the agenda, the Chairperson initiated introductions in the Committee.

**1. Adopt Agenda**

The agenda was adopted as circulated.

**2. Approve Minutes**

The minutes of the public meeting held Wednesday, September 20, 2023, were approved as circulated.

### **3. Human Resources Update**

The District Administrator, Human Resources presented on the report as included in the agenda package on behalf of the Assistant Superintendent, Human Resources. She then provided further details regarding ELL supports following a question from the Chairperson.

The Secretary Treasurer responded to the 2nd Vice President's, Richmond Teachers' Association question regarding adjusting the budget approval timeline from May to April to better align with the recruitment process and staffing timeline. The Superintendent thanked the 2nd Vice President, Richmond Teachers' Association for the feedback and noted district staff will work together to assess the options to move forward. Discussion then ensued regarding budget timelines.

Following a question from a trustee regarding staffing shortages and recruitment challenges, the Superintendent provided a brief update from a BCSSA All Superintendents Meeting. His update highlighted that, given the province-wide recruitment challenges in the K-12 education sector, the district is performing relatively well in terms of staffing for the new school year when compared to school districts in other regions of the province.

### **4. Trustees' Expenses for the 3 Months Ending September 30, 2023**

The Committee agreed to forward the following recommendation to the Board:

**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 September 30, 2023, in the amount of \$3,919.70.

### **5. Minutes for Information**

#### **(a) Cambie Coordinating Committee Meeting**

Minutes of Meeting held May 17, 2023 were attached for information. The next meeting is scheduled on May 15, 2024 to be hosted by the School District.

### **6. Next Meeting Date – Wednesday, November 15, 2023 at 10:00 am.**

### **7. Adjournment**

The meeting adjourned at 10:24 am.

*Respectfully Submitted,*

*Donna Sargent*  
*Chairperson, Finance and Legal Committee*