

Finance and Legal Committee

Public Meeting Minutes

Wednesday, January 15, 2025 – 10:00 am
Via Zoom

Present:

Chairperson	D. Sargent
Vice Chairperson	D. Tablotney
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
Executive Director, Human Resources	T. Major
Manager, Operations and Rentals	C. Winters
President, Richmond Teachers' Association	L. Baverstock
President, Canadian Union of Public Employees 716	S. Robinson
President, Richmond District Parents Association	C. Huang
Representative, Richmond Management and Professional Staff	R. Corbin
President, Richmond Association of School Administrators	N. Widdess
Executive Assistant (Recording Secretary)	T. Lee

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.

1. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

The minutes of the public meeting held Wednesday, November 13, 2024, were approved as circulated.

3. Human Resources Update

The Executive Director, Human Resources (HR), spoke to her report as included in the agenda package and highlighted teacher and educational assistant (EA) recruitment initiatives. Trustees expressed their appreciation to staff for all their work.

4. **2023/24 Statement of Financial Information**

The Assistant Secretary Treasurer provided an update on the 2023/24 Statement of Financial Information (SOFI) and noted that the statement is now publicly available on the district's website. There were no further comments or questions.

5. **Trustees' Expenses for the Three Months Ending December 31, 2024**

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

The Committee Chairperson and the Assistant Secretary Treasurer then responded to a question from the President, Richmond District Parents Association (RDPA) regarding BCSTA Trustee Academy trustee expenses.

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 December 31, 2024, in the amount of \$5,473.42.

6. **2025/26 Facility Rental Rates**

The Manager, Operations and Rentals spoke to the report as included in the agenda package.

Comments followed regarding efforts to keep rates down for the community. The Manager, Operations and Rentals then responded to a question from the President, RDPA, clarifying that school facilities are provided free of charge to parent advisory councils (PACs) and district parent advisory councils (DPAC).

The Committee agreed to forward the following **RECOMMENDATION** to the Board:

THAT the Chairperson of the Finance and Legal Committee provide a recommendation to the Board of Education to approve the non-commercial (not-for-profit) and commercial (for profit) facility rental rates, reflecting a five per cent increase for the 2025/26 school year, as presented herein.

7. **Next Meeting Date – Wednesday, February 12, 2025 at 10:00 am**

8. **Adjournment**

The meeting adjourned at 10:18 am.

Respectfully Submitted,

Donna Sargent
Chairperson, Finance and Legal Committee