

## Board of Education Public Meeting Minutes

Wednesday, January 22, 2025 – 7:00 pm  
1<sup>st</sup> Floor Boardroom and via Zoom

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**Present:**

Chairperson	K. Hamaguchi
Vice Chairperson	D. Yang
Trustee	R. Belleza
Trustee	H. Larson
Trustee	D. Sargent
Trustee	D. Tablotney
Trustee	A. Wong
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Superintendent	C. Brautigam
Assistant Superintendent	R. Laing
Assistant Superintendent	M. Naser
Assistant Superintendent	B. Thompson
Executive Director, Human Resources	T. Major
Director, Communications & Marketing	D. Sadler
Executive Assistant (Recording Secretary)	T. Lee

The Chairperson called the meeting to order at 6:59 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

Nil.

#### (b) Announcements

**Trustee Yang:** Briefs regarding the 2025/26 Annual Budget will be accepted without prior notice at the February 19, 2025 and March 12, 2025 regular meetings of the Board. Please note that budget updates will be made available on the District's Budget website. All budget feedback will be considered by the Board as part of the budget process which is anticipated to be completed by April 23, 2025.

**Trustee Sargent:** January 27 marks the anniversary of the liberation of Auschwitz-Birkenau concentration camp and is recognized globally as International Holocaust Remembrance Day. On this solemn day, the Richmond School District pays tribute to the memory of the victims of the Holocaust and honors the survivors who have courageously shared their stories. The district remains steadfast in its commitment to supporting those who identify as being part of the Jewish faith and to fostering learning environments that combat antisemitism and all forms of intolerance, ensuring these lessons are carried forward for future generations.

**Trustee Larson:** January 29 marks the anniversary of the 2017 attack on the Islamic Cultural Centre and Mosque in Sainte-Foy, Québec—one of the deadliest mass shootings in Canadian history. On this day, the Richmond School District remembers the victims, their families, and the survivors of this tragic event. Aligned with our Strategic Plan and Priority 2: Equity and Inclusion, we commit to taking a stand against all forms of hate and discrimination, including Anti-Islamic hate, by fostering learning about anti-oppression, human rights, and social justice in our schools and classrooms. Together, we strive to create inclusive and compassionate environments where every individual feels safe, valued, and respected.

**Trustee Wong:** The Richmond School District wishes everyone a happy and prosperous Lunar New Year. This special time of celebration brings families together to honor traditions, share food, and exchange gifts, symbolizing joy and renewal. We also take this opportunity to recognize the invaluable contributions of East and Southeast Asian communities to our diverse and inclusive society, which enriches our schools and broader community.

**Trustee Tablotney:** Every February, Canadians are invited to participate in Black History Month festivities and events that honour the legacy and contributions of Black Canadians and their communities. In our district, Black History Month is an opportunity to teach, learn, and celebrate Black excellence by highlighting the resilience, innovation, and determination of Black individuals and communities. As part of our Strategic Priority of Equity and Inclusion, students and staff will engage in meaningful learning opportunities that explore Black history, culture, and achievements. Throughout the month, schools will share their learning, fostering a sense of community and collective celebration of Black excellence.

(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**

**011/2025 MOVED BY D. SARGENT AND SECONDED D. YANG:**

**THAT** the Wednesday, January 22, 2025 regular agenda of the Board of Education be adopted as circulated.

**CARRIED**

### 3. Presentations, Briefs, Special Recognition

#### (a) Presentations

Nil.

#### (b) Briefs

Nil.

#### (c) Special Recognition

Nil.

### 4. Questions from the Public

There were no questions from the public.

### 5. Executive

The Superintendent welcomed students to the boardroom and invited Assistant Superintendent Thompson to introduce students and staff from Talmey Elementary. They presented their community mural project, which integrates literacy and visual arts and aligns with Strategic Priorities 1 – Inspired Learners and 2 – Equity & Inclusion. The mural, inspired by *The Big Book of Belonging*, features contributions from students, staff, and parents, incorporating "I Am From" poetry inspired by author George Ella Lyon. Trustees were then invited to contribute to the mural.

Trustees thanked the students for sharing their stories, and the Superintendent expressed his appreciation for their impactful project.

### 6. Approval of Minutes of Prior Meetings

(a) A record of an in-camera meeting of the board held Wednesday, December 11, 2024 was included for information.

(b) Regular meeting of the board held Wednesday, December 11, 2024

**012/2025 MOVED BY D. SARGENT AND SECONDED BY D. YANG:**

**THAT** the Board of Education approve the Minutes of Wednesday, December 11, 2024 regular meeting as circulated.

**CARRIED**

(c) A record of an in-camera special meeting of the board held Monday, December 23, 2024 was included for information.

**7. Business Arising from Prior Minutes**

Nil.

**8. New Business**

**(a) Strategic Plan Engagement Timelines – Shaping the Next Five Years, Together**

The Superintendent spoke to his report as included in the agenda package and introduced a video that highlighted the engagement timeline and consultation process.

Trustees thanked the Superintendent and staff for their efforts in engaging the community and for their work on the video. The Director, Communications & Marketing then addressed trustees' questions regarding the distribution of the video.

**013/2025 MOVED BY D. SARGENT AND SECONDED BY A. WONG:**

**THAT** the Board of Education approve the 2025-2030 Strategic Plan Engagement Timelines outlined in Appendix A.

**CARRIED**

**(b) 2025/26 Annual Budget Consultation**

The Secretary Treasurer presented her report as included in the agenda package and then shared a video presentation on the annual budget and budget consultation process.

**9. Questions from the Public**

The President, Richmond Teachers' Association (RTA) highlighted the importance of funding and advocacy. The Secretary Treasurer then responded to her question regarding the delayed amended budget. The President, RTA also welcomed the opportunity for education partners to join the board if meetings with MLAs or the Minister of Education and Child Care take place.

The President, Richmond District Parents Association inquired about Board Authority Authorized (BAA) courses, specifically whether parents can advocate for or apply for their child's school to offer these courses. Additionally, she requested if staff could share the Strategic Plan Engagement Timelines and 2025/26 Annual Budget Consultation videos so they can be shared at the next RDPA meeting.

**10. Standing Committee Reports**

**(a) Audit Committee**

*Chairperson: David Yang*

*Vice Chairperson: Rod Belleza*

A meeting was held on Tuesday, January 7, 2025. The next meeting is scheduled for Tuesday, March 4, 2025.

(b) **Education Committee**

*Chairperson: Heather Larson*

*Vice Chairperson: David Yang*

(i) **RECOMMENDATION:** Board Authority Authorized (BAA) Courses

Assistant Superintendent Naser responded to various questions from trustees, including the Ministry requirements and process for offering courses in the 2025/26 school year, the local demand for these courses, and the frequency with which they can be offered.

Trustees expressed their appreciation to staff for their efforts in offering and updating BAA courses.

**014/2025      MOVED BY H. LARSON AND SECONDED BY D. SARGENT:**

**THAT** the Richmond Board of Education approve the attached newly developed Board Authority Authorized Courses for implementation in the 2025/26 school year.

**CARRIED**

(ii) Minutes of the meeting held on November 13, 2024, were attached for information.

A meeting was held on Wednesday, January 15, 2025. The next meeting is scheduled for Wednesday, February 12, 2025, at 6:00 pm.

(c) **Facilities and Building Committee**

*Chairperson: Ken Hamaguchi*

*Vice Chairperson: Heather Larson*

The Committee Chairperson provided an update on the last meeting and highlighted his visit to Dixon Elementary School.

(i) Minutes of the meeting held on December 4, 2024, were attached for information.

A meeting was held on Wednesday, January 8, 2025. The next meeting is scheduled for Wednesday, February 5, 2025, at 4:30 pm.

(d) **Finance and Legal Committee**

*Chairperson: Donna Sargent*

*Vice Chairperson: Debbie Tablotney*

(i) **RECOMMENDATION:** Trustee Expenses for 3 Months Ended December 31, 2024.

**015/2025      MOVED BY D. SARGENT AND SECONDED BY H. LARSON:**

**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.

**CARRIED**

(ii) **RECOMMENDATION:** 2025/26 Facility Rental Rates.

The Committee Chairperson highlighted that rental rates are set on a cost-recovery basis, ensuring the community can continue to use the facilities while covering operating costs.

Discussion then followed regarding the proposed increase in facility rental rates.

**016/2025      MOVED BY D. SARGENT AND SECONDED BY A. WONG:**

**THAT** the Board of Education 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.

**CARRIED**

NEGATIVE: D. YANG

(iii) Minutes of the meeting held on November 13, 2024, were attached for information.

A meeting was held on Wednesday, January 15, 2025. The next meeting is scheduled for Wednesday, February 12, 2025, at 10:00 am.

(e) **Policy Committee**

*Chairperson: Debbie Tablotney*

*Vice Chairperson: David Yang*

(i) **RECOMMENDATION:** Policy 103 Bylaw: Complaints by Students, Parents & the Public.

The Committee Chairperson spoke to the report as included in the agenda package.

The Superintendent then responded to a trustee's question regarding the complaint processes and the sharing of complaints with trustees.

**017/2025      MOVED BY D. TABLOTNEY AND SECONDED BY D. YANG:**

**THAT** the Policy Committee recommends to the Board of Education that the draft rewrite of ***Policy 103 Bylaw: Complaints and Appeals by***

**Students, Parents and the Public** be referred to the Partner Group Review process from January 23, 2025, to March 23, 2025.

**CARRIED**

- (ii) A Notice of Motion for the February 19, 2025 Public Board meeting regarding Policy 103: Collaboration and Community, Policy 103-R (A): Foundations for Learning, and Policy 103-R (B): Complaints and Appeals by Staff was attached for information.
- (iii) Minutes of the meeting held on December 2, 2024, were attached for information.

A meeting was held on Monday, January 13, 2025. The next meeting is scheduled for Monday, February 10, 2025, at 11:00 am.

**11. Board Committee and Representative Reports**

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

The next meeting will be held on January 29, 2025 at 9:30 am.

(b) **BCSTA**

Trustee Larson noted she will be attending the Provincial Council meeting on February 22, 2025.

(c) **BCPSEA**

Trustee Tablotney noted she will be attending the Annual General Meeting on January 30-31, 2025.

**12. Correspondence**

(a) For action:

Nil.

(b) For information:

Nil.

**13. Adjournment**

**018/2025 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:**

**THAT** the regular meeting of Wednesday, January 22, 2025 of the Board of Education be adjourned at 8:33 pm.

**CARRIED**

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K. HAMAGUCHI  
Chairperson

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C. WANG  
Secretary Treasurer