

Board of Education
Public Meeting Minutes

Wednesday, April 23, 2025 – 7:00 pm
1st Floor Boardroom and via Zoom

Present:

Chairperson
Vice Chairperson
Trustee
Trustee
Trustee
Trustee
Trustee
Superintendent of Schools
Secretary Treasurer
Assistant Superintendent
Assistant Superintendent
Assistant Superintendent
Assistant Superintendent
Executive Director, Human Resources
Director, Communications & Marketing
Executive Assistant (Recording Secretary)

K. Hamaguchi
D. Yang
R. Belleza
H. Larson
D. Sargent
D. Tablotney
A. Wong
C. Usih
C. Wang
C. Brautigam
R. Laing
M. Naser
B. Thompson
T. Major
D. Sadler
T. Lee

The Chairperson called the meeting to order at 7:00 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmin̓əḿ 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 Larson: Tonight, we will be providing partner group representatives and members of the public an opportunity to speak directly to Trustees on their budget priorities. We will be using a portion of tonight's Board meeting for a Budget Committee of the Whole. During the Committee of the Whole, we will receive presentations and briefs on the budget or if you have comments or questions, you can email them to boardmeetings@sd38.bc.ca.

I would also encourage you to visit our Budget Process webpage to access information on our budget as well as submit your budget feedback.

Trustee Wong: April 28 is the National Day of Mourning, a day to remember and honour those who have lost their lives or have been injured due to workplace accidents. As a mark of respect, flags are flown at half-mast, and ceremonies are held across the country and around the world.

This day also serves as a reminder for us to renew our commitment to creating safer workplaces for all employees. Let's continue to work together to ensure that every worker returns home safely at the end of their workday.

Trustee Sargent: Mental Health Week in Canada takes place this year from May 5 to 11. The theme is *"There's More to Me,"* which encourages people to have open, honest conversations and reminds us that we're all more than what others may see on the surface.

In Richmond, we continue to prioritize mental health across our schools. This includes promoting mental health literacy—helping students and staff understand how to take care of their mental well-being, recognize when something might be wrong, and to know where to go for help.

As part of the Board's Strategic Plan to support resilient and healthy life-long learners, our schools offer ongoing supports and activities throughout the year. Mental Health Week is one way we continue to show our commitment to the well-being of students and staff.

Trustee Belleza: May serves as a special opportunity to celebrate both Asian and Jewish heritage month. Schools recognize the rich contributions and cultural diversity of these communities in our schools and district by incorporating diverse curricula and resources as students build pride in their varied identities, and strength from our collective diversity. Our goal is to foster a deeper understanding, respect and appreciation for the histories, traditions, and experiences of Asian and Jewish members of our community by creating inclusive environments that honor the richness of our diverse society for all.

(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

Trustee Sargent proposed adding "Language Instruction for Newcomers to Canada (LINC) Funding Rollback by Immigration, Refugees and Citizenship Canada (IRCC) and Potential Advocacy Letter" to the agenda. The Chairperson noted this addition as Item 8 (c) under New Business.

059/2025 MOVED BY R. BELLEZA AND SECONDED D. YANG:

THAT the Wednesday, April 23, 2025 regular agenda of the Board of Education be adopted as circulated.

CARRIED

3. Presentations, Briefs, Special Recognition

(a) Presentations

McRoberts Secondary School

The Superintendent highlighted that each board meeting features students sharing their learning. Assistant Superintendent Nasser noted that McRoberts Secondary School would present on financial literacy, aligning with Strategic Priority 1 – Inspired Learners. She then invited McRoberts' Vice Principal to introduce the staff and students, who presented on financial literacy, outlining five key themes and inviting trustees and staff to participate in the activity.

Trustees commended the students for their impressive presentations, thanking them for sharing their learning experiences. They also thanked the staff for leading the presentation.

(b) Briefs

Nil.

(c) Special Recognition

Nil.

4. Questions from the Public

There were no questions from the public.

5. Executive

The Superintendent highlighted the following:

- Appreciation for staff dedication to student success;
- Minister of Education and Child Care's visit to Boyd Secondary, where students shared how Indigenous Gathering Spaces foster belonging;
- An update on the Middle Years Programme (MYP), with the report included in the agenda package;
- Progress on the strategic plan engagement process, with community sessions nearly complete; and
- Recognition of Chairperson Hamaguchi for receiving the King Charles III Coronation Medal for his commitment to the community and public education.

6. Approval of Minutes of Prior Meetings

- (a) A record of an in-camera meeting of the board held Wednesday, March 12, 2025 was included for information.
- (b) Regular meeting of the board held Wednesday, March 12, 2025

060/2025 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

THAT the Board of Education approve the Minutes of Wednesday, March 12, 2025 regular meeting as circulated.

CARRIED

- (c) A record of an in-camera special meeting of the board held Monday, April 7, 2025 was included for information.

7. Business Arising from Prior Minutes

- (a) **2025/26 Annual Budget Update**

061/2025 MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education move into a committee of the whole to allow for all members of the public in attendance to have the opportunity to participate in the discussion on the 2025/26 annual budget and that the Superintendent facilitate the discussion.

CARRIED

The Superintendent assumed the role of Chair and asked the Secretary Treasurer to speak to her Budget Report as attached to the agenda package.

The Secretary Treasurer presented her report, highlighting the 2025/26 Budget process and noting that the budget strategies are included in the agenda package.

The Superintendent then called on Partner Group Representatives to present their budget briefs to the Board:

1. Liz Baverstock, President, Richmond Teachers' Association (RTA)

Ms. Baverstock highlighted budget challenges due to insufficient funding, expressing concern over potential cuts and reduced support for staff. She emphasized the need for more resources, particularly for mental health support, specialized staff, and addressing the teacher shortage, stressing the importance of continued advocacy for increased funding to ensure equitable support for students and teachers.

2. Stacey Robinson, President, Canadian Union of Public Employees (CUPE) Local 716 and Nancy Williams, 1st Vice President, CUPE Local 716

Ms. Robinson and Ms. Williams presented on proposed budget considerations, including:

- Prioritizing Education Assistant allocation to support students with diverse needs;
- Addressing vacancy reviews;
- Managing substitution costs; and
- Improving recruitment and retention strategies for staff.

They then addressed questions from trustees regarding their presentation. For questions related to young workers and library technicians, the respective individuals were invited to provide further responses.

Trustees thanked the partner group presidents for their briefs.

The Superintendent turned the Chair over to Trustee Hamaguchi. Trustee Hamaguchi assumed the Chair.

062/2025 MOVED BY D. SARGENT AND SECONDED BY D. YANG:

THAT the Board of Education rise and report from the committee of the whole discussion on the 2025/26 annual budget.

CARRIED

063/2025 MOVED BY H. LARSON AND SECONDED BY A. WONG:

THAT the Board of Education refer all partner groups' input and feedback to the budget process.

CARRIED

(b) 2025/26 Capital Bylaw – Three Readings

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

There was unanimous consensus that three readings of the 2025/26 Capital Bylaw take place.

The Chairperson then read the first reading of the 2025/26 Capital Bylaw in full:

**CAPITAL BYLAW NO. 2025/26-CPSD38-01
CAPITAL PLAN 2025/26**

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 38 (*Richmond*) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education and Child Care (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital 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 capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital 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 2025/26 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated *March 25, 2025*, is hereby adopted.
- 2. This Capital Bylaw may be cited as ***School District No. 38 (Richmond) Capital Bylaw No. 2025/26-CPSD38-01.***

064/2025 FIRST READING MOVED BY D. YANG AND SECONDED BY D. SARGENT:

CARRIED

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

THAT the Board of Education (Richmond) approve CAPITAL BYLAW No. 2025/26-CPSD38-01. Through the Bylaw, the Board agrees to authorize the Secretary Treasurer to execute the Annual Program Funding Agreement, and to proceed the approved projects diligently according to all applicable laws, regulations and Ministry policies.

Trustee Yang expressed gratitude for the project funding from the Ministry and highlighted that the seismic mitigation project is a notable missing component, emphasizing the continued importance of advocating for these critical projects.

065/2025 SECOND READING MOVED BY R. BELLEZA AND SECONDED BY H. LARSON:

CARRIED

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

THAT the Board of Education (Richmond) approve CAPITAL BYLAW No. 2025/26-CPSD38-01. Through the Bylaw, the Board agrees to authorize the Secretary Treasurer to execute the Annual Program Funding Agreement, and to proceed the approved projects diligently according to all applicable laws, regulations and Ministry policies.

066/2025 THIRD AND FINAL READING MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:

CARRIED

The 2025/26 Capital Bylaw having been read a first, second and third time, is passed and adopted this 23rd day of April 2025.

(c) RECOMMENDATION – Board Approved Bus Riders for 2025/26 School Year

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

She then addressed a trustee's question regarding the bus routes and pick-up stops.

067/2025 MOVED BY H. LARSON AND SECONDED BY A. WONG:

THAT bus service for those students at schools served by the district's transportation system, for whom safety concerns for travel to and from school have been identified, continue for the 2025/26 school year.

AND FURTHER THAT the Superintendent and designate review transportation service annually to determine whether the safety concerns are still applicable and report back to the Board.

CARRIED

8. New Business

(a) Review of School Site Acquisition Charge (SSAC) Regulation

The Secretary Treasurer spoke to her report as included in the agenda package and highlighted that the Board had sent an advocacy letter to BCSTA requesting a review of the SSAC regulation. There were no further questions or comments.

(b) 2025/26 School Site Acquisition Charge Bylaw – Three Readings

The Secretary Treasurer noted the report is included in the agenda package.

There was unanimous consensus that three readings of the 2025/26 School Site Acquisition Charge (SSAC) Bylaw take place.

The Chairperson invited the Vice Chairperson to present the three readings.

The Chairperson then read the first reading of the 2025/26 SSAC Bylaw in full:

SSAC BYLAW NO. 2025-1 TO SET THE 2025/26 SCHOOL SITE ACQUISITION CHARGE

WHEREAS, School District No. 38 (Richmond) (hereafter called the “Board”) is an eligible school district pursuant to Division 10.1 of the Local Government Act for which the Board has indicated an eligible school site requirements in its approved 2025/26 Five-Year Capital Plan;

AND WHEREAS, the Board submitted its eligible school site requirement pursuant in its capital plan to the Ministry of Education after the Board consulted with and received approval from each local government within the School District pursuant to the Local Government Act;

AND WHEREAS, the site acquisition component of the 2025/26 Five-Year Capital Plan for School District No. 38 (Richmond) was approved by the Minister of Infrastructure on the 25th day of March, 2025 with the Minister requiring that the School Site Acquisition Charge Capital Bylaw be adopted by the Board within 60 days;

NOW THEREFORE, the Board enacts as follows:

1. This bylaw may be cited as School District No. 38 (Richmond) Capital Bylaw to set the 2025/26 School Site Acquisition Charge.
2. “Eligible Development” means
 - (a) A subdivision of land in School District No. 38 (Richmond); or
 - (b) Any new construction, alteration, or extension in School District No. 38 that increases the number of self-contained units on a parcel.
3. Pursuant to Division 10.1 of the Local Government Act, the Board establishes the charges applicable to the prescribed categories of eligible development for the School District in accordance with the following formula:

$$SSAC = [(A \times B) / C] \times D$$

Where

SSAC = the school site acquisition charge applicable to each prescribed category of eligible development

A = \$105,000,000 (the approved value of land required to meet the Boards eligible school site requirements)

B = 35 percent [pursuant to Section 937.5(1)]

C = 15,420 (the number of approved eligible development units); and

D = a factor set by provincial regulation for each prescribed category of eligible development.

4. The school site acquisition charges applicable to the categories of eligible development as prescribed by BC Regulation 17/00 for the School District are set out in the table below:

Prescribed Category of Eligible Development (BC Reg 17/00)	D (Factor set by BC Reg 17/00)	School Site Acquisition Charge SSAC = [(A x B) / C] x D <i>(The SSAC rate is capped at maximum allowed pursuant to Provincial Regulations)</i>
Low Density (< 21 units/ha)	1.25	\$1,000 per unit
Medium Low Density (21-50 units/ha)	1.125	\$900 per unit
Medium Density (51-125 units/ha)	1.000	\$800 per unit
Medium High Density (126-200 units/ha)	0.875	\$700 per unit
High Density (> 200 units/ha)	0.750	\$600 per unit

5. The school site acquisition charge does not come into effect until 60 days after the adoption of the bylaw or as regulated by the Province.

068/2025 FIRST READING MOVED BY D. SARGENT AND SECONDED BY R. BELLEZA:

CARRIED

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

The SSAC Bylaw No. 2025-1 to set the School Site Acquisition Charge for 2025/26 are adopted to approve the annual Eligible School Site Proposal in accordance with the Local Government Act.

The Secretary Treasurer then clarified in response to a trustee's question that any site acquisition charges collected from local development must be used exclusively for school site acquisition and cannot be allocated for any other purposes.

069/2025 SECOND READING MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

CARRIED

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

The SSAC Bylaw No. 2025-1 to set the School Site Acquisition Charge for 2025/26 are adopted to approve the annual Eligible School Site Proposal in accordance with the Local Government Act.

070/2025 THIRD AND FINAL READING MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:

CARRIED

The 2025/26 SSAC Bylaw having been read a first, second and third time, is passed and adopted this 23rd day of April 2025.

(c) **Language Instruction for Newcomers to Canada (LINC) Funding Rollback by Immigration, Refugees and Citizenship Canada (IRCC) and Potential Advocacy Letter**

Trustee Sargent noted the IRCC's rollback of LINC funding for language support to refugees and immigrants, effective March 31, 2025, and emphasized the importance of acknowledging its impact. The Secretary Treasurer added the program served about 100 students annually and was delivered by contract staff at a district site through federal funding. A motion was then presented:

Main Motion:

071/2025 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

THAT the Board of Education write an advocacy letter to the Federal Government Immigration, Refugees and Citizenship Canada (IRCC) to ask for continued funding to support the families that currently were supported by Language Instruction for Newcomers to Canada (LINC) funding and in the letter state the impact that it is having on our community.

Discussion ensued regarding the motion.

Motion to Table:

072/2025 MOVED BY D. Yang:

THAT the Board of Education table the motion to the May 21, 2025 Public Board Meeting.

A seconder was not obtained, and the motion was not considered.

Main Motion:

Following discussion, trustees returned to the main motion and voted.

CARRIED

9. Questions from the Public

The President, Richmond Parents District Association inquired about the possibility of installing new traffic signs in the school pick-up and drop-off areas. The Superintendent responded that the district would need to coordinate with the City of Richmond on this matter.

10. Standing Committee Reports

(a) Audit Committee

Chairperson: David Yang

Vice Chairperson: Rod Belleza

The next meeting is scheduled for Tuesday, May 6, 2025.

(b) Education Committee

Chairperson: Heather Larson

Vice Chairperson: David Yang

- (i) Minutes of the meeting held on February 12, 2025, were attached for information.

A meeting was held on Wednesday, April 16, 2025. The next meeting is scheduled for Wednesday, May 14, 2025, at 6:00 pm.

(c) Facilities and Building Committee

Chairperson: Ken Hamaguchi

Vice Chairperson: Heather Larson

- (i) Minutes of the meeting held on March 5, 2025, were attached for information.

A meeting was held on Wednesday, April 2, 2025. The next meeting is scheduled for Wednesday, May 7, 2025, at 4:30 pm.

(d) Finance and Legal Committee

Chairperson: Donna Sargent

Vice Chairperson: Debbie Tablotney

- (i) **RECOMMENDATION:** Trustee Expenses for the Three Months Ended March 31, 2025.

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

073/2025 MOVED BY D. SARGENT AND SECONDED BY H. LARSON:

WHEREAS the Board of 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 March 31, 2025, in the amount of \$4,435.30.

CARRIED

- (ii) Minutes of the meeting held on February 12, 2025, are attached for information.

A meeting was held on Wednesday, April 16, 2025. The next meeting is scheduled for Wednesday, May 14, 2025, at 10:00 am.

(e) **Policy Committee**

Chairperson: Debbie Tablotney

Vice Chairperson: David Yang

- (i) A Notice of Motion for the May 21, 2025 Public Board Meeting regarding Policy 102 Diversity and Inclusion was attached for information.
- (ii) A Notice of Motion for the May 21, 2025 Public Board Meeting regarding Policy 103 Bylaw: Complaints by Students, Parents and the Public was attached for information.
- (iii) Minutes of the meeting held on February 10, 2025, were attached for information.

A meeting was held on Monday, April 14, 2025. The next meeting is scheduled for Monday, May 12, 2025, at 11:00 am.

11. Board Committee and Representative Reports

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

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

(b) **BCSTA**

BCSTA Annual General Meeting is scheduled for April 24-26, 2025 at the Westin Bayshore Vancouver.

(c) **BCPSEA**

Nil.

12. Correspondence

(a) For action:

Correspondence from CUPE Local 716 dated April 8, 2025 regarding National Day of Mourning on April 28, 2025.

074/2025 MOVED BY H. LARSON AND SECONDED BY D. YANG:

WHEREAS the Board of Education wishes to express support to CUPE Local 716 for their desire to recognize death and injury of workers on the job;

BE IT RESOLVED THAT the Board of Education officially recognize April 28th as the National Day of Recognition for Workers Killed or Injured on the Job with a one-minute cessation of work at 11 am on Monday, April 28, 2025;

AND FURTHER THAT flags in the district be lowered to half-mast on that day.

CARRIED

(b) For information:

(i) Budget Brief from President, Richmond Teachers' Association dated March 12, 2025.

(ii) Letter from the Board of Education to the BCSTA President regarding Review of School Site Acquisition Charge Regulation dated April 10, 2025.

13. Adjournment

075/2025 MOVED BY R. BELLEZA AND SECONDED BY A. WONG:

THAT the regular meeting of Wednesday, April 23, 2025 of the Board of Education be adjourned at 9:23 pm.

CARRIED

K. HAMAGUCHI
Chairperson

C. WANG
Secretary Treasurer