

## Education Committee Public Meeting Minutes

Wednesday, January 15, 2025 – 6:00 pm  
Via Zoom

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**Present:**

Chairperson	H. Larson
Vice Chairperson	D. Yang
Trustee Member	D. Sargent
Trustee Alternate	A. Wong
Superintendent	C. Usih
Assistant Superintendent	M. Naser
Director of Instruction	L. Hayes-Brown
District Administrator	S. Loat
Teacher	S. Ardat
ELL Coordinator	H. Borthwick
President, CUPE716	S. Robinson
1 <sup>st</sup> Vice President, CUPE716	N. Williams
Representative, Richmond Association of School Administrators	A. Pikkarainen
Representative, Richmond Association of School Administrators	K. Li
President, Richmond Teachers' Association	L. Baverstock
3 <sup>rd</sup> Vice President, Richmond Teachers' Association	J. Cho
Representative, Richmond Management and Professional Staff	S. Glanzmann
President, Richmond District Parents' Association	C. Huang
Executive Assistant (Recording Secretary)	S. Khan

The meeting was called to order at 6:00 pm.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓qəmin̓əŋ 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. Board Authority Authorized Courses**

Assistant Superintendent Maryam Naser provided an overview of the Board Authority Authorized (BAA) courses for the 2025/2026 school year. She introduced Director of Instruction Liz Hayes-Brown, Teacher Sarah Ardat, and ELL Coordinator Haley Borthwick who provided information on each course. The committee was provided with a summary of the proposed courses which include ELL 4 Writing and Literature (grades 10-12), Applied Learning Strategies (grades 10-12), Introduction to Medical Science (grade 11), and Recreational Leadership (grade 10). A recommendation was brought forward to the Education committee which reads as follows:

*THAT the Education Committee recommends that the Richmond Board of Education approve the attached newly developed Board Authority Authorized Courses for implementation in the 2025/2026 school year.*

The recommendation was approved by the committee and will be brought forward to the January 22, 2025 Board meeting.

Partner groups asked for clarification in the approval and decision-making process for BAA courses. Trustees expressed their gratitude for bringing forward the BAA courses and asked questions regarding locations for course offerings, accessibility access to courses, and how the ELL 4 Writing and Literature will supplement current ELL courses.

**4. Next Meeting Date – February 12, 2025**

**5. Adjournment**

The meeting adjourned at 6:46 pm.

*Respectfully Submitted,*

*Heather Larson  
Chairperson, Education Committee*