

Board of Education
Special Public Board Agenda

Tuesday, September 2, 2025 – 5:30 pm
1st Floor Boardroom

https://sd38.zoom.us/webinar/register/WN_FKYnQuNvQZGsun9c1MBeWQ

After registering, you will receive a confirmation email containing information about joining the webinar.

The Richmond Board of Education acknowledges and thanks the First Peoples of the hə́ŋqəmiŋəŋ language group on whose traditional and unceded territories we teach, learn and live.

1. Adoption of Agenda

2. New Business

- (a) **RECOMMENDATION – New City Centre School Catchment Review Process**
Report from the Secretary Treasurer attached.

3. Adjournment

Report to the Board of Education (Public)

Date: September 2, 2025

From: Cindy Wang, Secretary Treasurer

Subject: **New City Centre School Catchment Review Process**

RECOMMENDATION

THAT the Board of Education of School District No. 38 (Richmond) approve the new city centre school catchment review process and timeline as outlined in this report.

POLICY REFERENCE

- School Act, Section 75.1(1): “A board must establish for each school in its school district, except for a Provincial resource program, a catchment area consisting of a geographical area around the school that includes all or part of the school district.”
- School Act, Section 75.1(2): “A board may amend the catchment area established for a school under subsection (1).”

BACKGROUND

At the end of the 2024/25 school year, the Board of Education (the board) acquired a new city centre school, located at 8671 Odlin Crescent. The new school is strategically located between two major redevelopment areas, Lansdowne and Capstan Villages, and is intended to serve the student population in the surrounding school communities beginning in September 2026.

The new school will help alleviate seat shortages in Richmond city centre, an area expected to continue experiencing rapid growth and development. In preparation for the school opening, catchment boundaries will be established for the new school, including adjustments to the existing schools of Brighouse, Cook, Tomsett and Talmey Elementary Schools.

CITY CENTRE CATCHMENT REVIEW PROCESS

- The district will conduct a new school catchment review involving public consultation on the proposed boundaries, aimed at addressing the current space constraint in existing city centre schools and balance enrolment across the area. A comprehensive communication and public engagement plan has been developed to inform, involve and consult the community.
- Focus of the public consultation:
 - Provide information and answer questions from parents and general public about proposed new school catchments.
 - Provide opportunities for the public to provide input through online surveys and open houses.
- Engagement tools:
 - **District website:** background information, proposed catchment boundaries, timeline, survey and open house registration.

- **Targeted communication:** reaching in-catchment families, partner groups and general public.
- **School-specific virtual open houses:** one session each for Brighthouse, Cook, Tomsett and Talmey communities.
- **Public open houses:** both in-person and virtual sessions.
- Considerations for the new school catchment:
 - The new city centre elementary school will have an operating capacity of 294 students.
 - Establishing a new school boundary will take into consideration:
 - Relief of enrolment pressure for city centre elementary schools currently over capacity now and anticipated future growth.
 - Major infrastructure boundaries, arterial roads, walkability and traffic.
 - Planned future developments in the city centre area.
 - Provision of before- and after-school care in the new school.
 - The district will continue to review city centre school catchments in future years to reflect enrolment growth and align with the long-range facilities planning.

CITY CENTRE CATCHMENT REVIEW TIMELINE

Proposed New City Centre School Catchment Review Process	Timeline
Board Approval of the Process:	
1. The board approves the catchment review process in a special board meeting	September 2
Public Consultation Phase:	
2. Public engagement open from September 3 to October 17	September 3 – October 17
3. Assistant Superintendent meeting with affected school PVPs and partner groups	September 3 AM
4. Public communication and engagement tools go live	September 3 PM
5. School specific virtual public open houses for city centre elementary schools	2nd week of September
6. General public open houses, both in person and virtual	3rd week of September
Report to the Board and Approval of New School Catchment:	
7. Board of Education workshop to review public consultation feedback	November
8. Education partner group information update	November
9. Board approval in November public board meeting	November

CONCLUSION

The opening of the new city centre school represents a significant milestone in the board's commitment to expanding educational infrastructure to meet the needs of Richmond's learning community and address seat shortages within the city centre. A new school catchment review will be conducted this fall to establish the school's boundary. The process will align with timelines for central registration, staffing, and budgeting. This will help ensure a smooth transition and provide families with timely and transparent information about the changes.

Respectfully submitted,

*Cindy Wang, MSc CPA-CA
Secretary Treasurer*