

**Board of Education**  
**Public Meeting Minutes**

**Wednesday, June 18, 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 7:01 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.

The Chairperson noted that, as the choir was ready to perform, they would do so prior to the start of the agenda items.

**3. Presentations, Briefs, Special Recognition**

**(a) Presentations**

**(i) Spul'u'kwuks Choir**

Assistant Superintendent Laing introduced the Spul'u'kwuks Choir, led by music teacher Bryan Milks, who performed three songs.

Trustees thanked the choir for their performance.

*The Chairperson then returned to Item 1 and continued with the agenda.*

**1. Recognition of Visitors, Announcements, Trustees' Updates**

**(a) Recognition of Visitors**

Nil.

**(b) Announcements**

**Trustee Larson:** June 21 is National Indigenous Peoples Day, a time to honour and celebrate the diverse cultures, histories, and contributions of First Nations, Inuit, and Métis Peoples. It is also a day to reflect on the strength, knowledge, and enduring stewardship of the land that Indigenous Peoples have upheld since time immemorial.

In Richmond Schools, students and staff will engage in learning rooted in the First Peoples Principles of Learning and Land-Based Education. This day offers opportunities to recognize and celebrate Indigenous knowledge, arts, and excellence in meaningful and respectful ways.

**(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**

**114/2025 MOVED BY D. SARGENT AND SECONDED R. BELLEZA:**

**THAT** the Wednesday, June 18, 2025 regular agenda of the Board of Education be adopted as circulated.

**CARRIED**

**3. Presentations, Briefs, Special Recognition**

**(a) Presentations**

**(i) *Spul'u'kwuks Choir***

*This item was addressed prior to Item 1 – "Recognition of Visitors, Announcements, Trustees' Updates" on the agenda.*

**(ii) Rotary Club of Richmond Sunset**

Trustee Tablotney introduced members of the Rotary Club in attendance. President Jim Ling then introduced Jason Tam, who presented on Rotary Club initiatives and their support for students in the Richmond School District. Trustees thanked Mr. Tam for his presentation, after which he and Mr. Ling responded to questions from trustees.

(b) **Briefs**

Nil.

(c) **Special Recognition**

Nil.

**4. Questions from the Public**

The President of the Richmond Teachers' Association expressed appreciation for the work on the Strategic Plan. She then inquired about the Inclusion Review and where opportunities exist to engage in that process.

**5. Executive**

The Superintendent shared brief remarks to mark the final board meeting of the school year, reflecting on key accomplishments and expressing appreciation to staff, educators, and administrators for their dedication to students. He also extended gratitude to the Board for its ongoing commitment and advocacy.

**6. Approval of Minutes of Prior Meetings**

(a) A record of an in-camera meeting of the board held Wednesday, May 21, 2025 was included for information.

(b) Regular meeting of the board held Wednesday, May 21, 2025

**115/2025 MOVED BY D. SARGENT AND SECONDED BY D. YANG:**

**THAT** the Board of Education approve the Minutes of Wednesday, May 21, 2025 regular meeting as circulated.

**CARRIED**

**7. Business Arising from Prior Minutes**

(a) **Strategic Plan Update – Priority 3**

Assistant Superintendent Laing and the Director, Richmond Project Team presented on Strategic Priority 3 – Optimized Facilities & Technology. Assistant Superintendent Laing spoke to Goal 1 and the Director, Richmond Project Team spoke to Goals 2 and 3. Trustees thanked staff for their presentation, following which staff responded to various questions from trustees regarding the strategic priority.

(b) **Sexual Orientation and Gender Identity (SOGI) Annual Report**

The Director of Instruction, Student Services spoke to his report as included in the agenda package. Trustees thanked him for his presentation. He then responded to various trustees' questions including how the district evaluates the effectiveness of its policies.

(c) **Feeding Futures School Food Programs Fund**

The Director of Instruction, Student Services and Manager, Feeding Futures presented an update on the Feeding Futures School Food Program. Trustees thanked staff for their presentation, following which staff responded to various questions from trustees regarding the program.

(d) **2024 Charitable Donations Report**

The Secretary Treasurer referred to the report from the Assistant Secretary Treasurer as included in the agenda package. She expressed appreciation for the generous donations received by the district and thanked the Finance team for their ongoing support and contributions to the school district.

(e) **RECOMMENDATION – 2026/27 Five Year Capital Plan (Major Capital)**

The Secretary Treasurer provided information on the proposed project requests under the Major Capital Programs included in the 2025/26 Five Year Capital Plan submission to the Ministry of Education. She expressed appreciation and acknowledged the Richmond Project Team and Planning Department for their dedicated work.

**116/2025    MOVED BY D. SARGENT AND SECONDED BY D. YANG:**

**THAT** the Board of Education of School District No. 38 (Richmond) approve the 2026/27 Five-Year Capital Plan through the adoption of the board resolutions for submission to the Ministry of Infrastructure.

**CARRIED**

(f) **RECOMMENDATION – 2025/26 Eligible School Site Proposal**

The Secretary Treasurer referred to the report as included in the agenda package and acknowledged the Richmond Project Team and Planning Department for their work.

**117/2025    MOVED BY H. LARSON AND SECONDED BY D. TABLOTNEY:**

**THAT** the Board of Education of School District No. 38 (Richmond) approve the 2025/26 Eligible School Site Proposal (ESSP) through adoption of the 2025/26 ESSP Resolution.

**CARRIED**

(g) **RECOMMENDATION – School Charges for the 2025/26 School Year**

The Superintendent referred to his report as included in the agenda package and noted a correction to the Kidd Elementary School Supplies Fee, which should be \$35. He then responded to trustees' questions, including inquiries about the increase in the School Supplies Fee for elementary schools.

**118/2025 MOVED BY D. SARGENT AND SECONDED BY R. BELLEZA:**

**THAT** the Board of Education (Richmond) approves the 2025/26 Schedule of School Charges for Elementary and Secondary Schools in accordance with the School Act.

**CARRIED**

(h) **Diversity, Equity, and Inclusion Advisory Committee Annual Update**

Assistant Superintendent Brautigam referred to her report as included in the agenda package. Trustees thanked her for the report. She then responded to various questions from trustees, including questions about the metrics used to assess progress.

**8. New Business**

(a) **2024 Climate Change Accountability Report Summary**

The Director, Richmond Project Team spoke to the report as included in the agenda package on behalf of the Director, Facilities Services. He highlighted the District Sustainability and Climate Action Plan (DSCAP) and emission trends in the district.

Trustees thanked the Director, Richmond Project Team for the presentation. The Director, Richmond Project Team then responded to a trustee's question regarding fleet emissions.

(b) **RECOMMENDATION – Richmond International Education Tuition Fee Increase Effective 2026/27 School Year**

The Director, Richmond International Education spoke to his report as included in the agenda package.

He then responded to trustees' questions regarding the potential impact of the tuition fee increase.

**119/2025 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:**

**THAT** the Board of Education (Richmond) approve a tuition fee increase for students registered in Richmond International Education (RIE) from CAD\$16,000 (Sixteen Thousand Canadian Dollars) per year to CAD\$17,000 (Seventeen Thousand Canadian Dollars) per year, effective September 2026.

**9. Questions from the Public**

Members of the public inquired about the following:

- The closure of the Steveston Library;
- The new Personalized Learning Time (PLT) schedule at Steveston-London Secondary School; and
- An update regarding Board Policy 105: District Code of Conduct.

The Superintendent noted staff will follow up directly with individuals to address these questions after the meeting.

**10. Standing Committee Reports**

**(a) Audit Committee**

*Chairperson: David Yang*

*Vice Chairperson: Rod Belleza*

The next meeting is scheduled for September 16, 2025.

**(b) Education Committee**

*Chairperson: Heather Larson*

*Vice Chairperson: David Yang*

- (i) Minutes of the meeting held on May 14, 2025, were attached for information.

A meeting was held on Wednesday, June 11, 2025. The next meeting is scheduled for Wednesday, September 17, 2025, at 6:00 pm.

**(c) Facilities and Building Committee**

*Chairperson: Ken Hamaguchi*

*Vice Chairperson: Heather Larson*

- (i) Minutes of the meeting held on May 7, 2025, were attached for information.

A meeting was held on Wednesday, June 4, 2025. The next meeting is scheduled for Wednesday, September 3, 2025, at 4:30 pm.

**(d) Finance and Legal Committee**

*Chairperson: Donna Sargent*

*Vice Chairperson: Debbie Tablotney*

- (i) Minutes of the meeting held on May 14, 2025, are attached for information.

A meeting was held on Wednesday, June 11, 2025. The next meeting is scheduled for Wednesday, September 17, 2025, at 10:00 am.

(e) **Policy Committee**

*Chairperson: Debbie Tablotney*

*Vice Chairperson: David Yang*

(i) **RECOMMENDATION:** Policy 201 Bylaw: Board Operations.

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

**120/2025      MOVED BY D. TABLOTNEY AND SECONDED BY A. WONG:**

**THAT** the Board of Education approve revised ***Policy 201 Bylaw: Board Operations***, in accordance with Board Policy 204: Creation and Revision of Policy and Regulations.

**CARRIED**

(ii) A Notice of Motion for the September 24, 2025 Public Board Meeting regarding Policy 311/311-R: Freedom of Information and Protection of Privacy was attached for information.

(iii) Minutes of the meeting held on May 12, 2025, were attached for information.

A meeting was held on Monday, June 9, 2025. The next meeting is scheduled for Monday, September 15, 2025, at 11:00 am.

**11. Board Committee and Representative Reports**

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

Nil.

(b) **BCSTA**

Trustee Yang noted that he is registered to attend the Canadian School Boards Association Congress and that, due to the wildfire situation in Manitoba, the event will now be held virtually.

(c) **BCPSEA**

Trustee Tablotney noted that three upcoming BCPSEA calls are scheduled for June 24, 2025 — one each for the Board Chairperson, the Trustee Representative, and staff.

**12. Correspondence**

(a) For action:

Nil.

(b) For information:

- (i) Letters from the Board of Education to the Richmond Members of Parliament dated May 30, 2025.

### **13. Adjournment**

The Chairperson noted that this was the final board meeting of the school year and expressed thanks to staff and partner groups for their contributions and support.

**121/2025 MOVED BY D. YANG AND SECONDED BY H. LARSON:**

**THAT** the regular meeting of Wednesday, June 18, 2025 of the Board of Education be adjourned at 10:26 pm.

**CARRIED**

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K. HAMAGUCHI  
Chairperson

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C. WANG  
Secretary Treasurer