

Board of Education
Public Meeting Minutes

Wednesday, September 24, 2025 – 7:00 pm
1st Floor Boardroom and via Zoom

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
Executive Director, Human Resources	T. Major
Director, Communications & Marketing	D. Sadler
District Administrator, Continuing Education	J. Higo*
Executive Assistant (Recording Secretary)	T. Lee

*Present for a portion of the meeting

The Chairperson called the meeting to order at 7:00 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 Wong: Literacy Month, celebrated each year in September in BC, increases awareness of the importance of literacy, and raises funds to support community-based literacy programs and initiatives across British Columbia. Literacy provides opportunities for all of us to make a substantial contribution to the education, growth and prosperity of Canada.

Beyond reading and writing, literacy allows us to understand, critically analyze, and create a variety of forms of communication. As a foundation of our society, it is crucial to thriving as individual and communities.

The 2025 theme for Literacy Month is “Literacy: The Ripple Effect” which highlights that improved literacy skills have a ripple effect, helping to improve quality of life at home, at work and in the community. We encourage everyone to connect and celebrate literacy each and every day in their school, home and community.

Trustee Tablotney: World Teachers’ Day is held annually on October 5 to celebrate and honor the incredible contributions of our teachers who tirelessly work to shape the minds and futures of our students. Their dedication, passion, and commitment to education are the cornerstones of our district's success.

This year, the theme for World Teacher's Day is "Empowering Educators for a Sustainable Future." We recognize that teachers play a pivotal role in fostering a sustainable and inclusive world. Through innovative teaching methods, they inspire students to think critically, act responsibly, and contribute positively to society. Our teachers foster a positive and inclusive environment where every student can thrive, and their impact extends far beyond the classroom.

We invite all members of the community to join us in celebrating this important day. The Richmond Board of Education would like to express their gratitude to all teachers who contribute to making the Richmond School District the best place to learn and lead.

Trustee Larson: September 30 is the National Day for Truth and Reconciliation. This statutory holiday allows us the opportunity to reflect on the Truth and Reconciliation Commission’s findings and resulting Calls to Action. We encourage all in our community to reflect on the findings of the Commission, and to read the 94 calls to action.

Orange Shirt Day began in Williams Lake BC in 2013, honouring the Indigenous children who were sent away to residential schools in Canada. It has become a national movement to recognize the survivors of residential schools, honour them and show a collective commitment to ensure that every child matters. Acknowledged every year at the end of September, Orange Shirt Day opens the door to conversations on all aspects of residential schools and is an opportunity to create meaningful discussion about the effects of residential schools and the legacy they have left behind.

The Richmond Board of Education is committed to reconciliation and invites all members of our school communities to participate in Orange Shirt Day and take time to reflect on The National Day for Truth and Reconciliation on September 30.

Trustee Belleza: October is Foster Family Month in BC, which marks the 35th year of celebrating the individuals and families who open their homes to children and youth in care in BC. The province first proclaimed this month in 1990, creating an annual opportunity to recognize foster families for their commitment and the positive impact they have on the lives of children and their families. These caregivers work hard to ensure that the young people in their care are provided with a safe and healthy home and are cared for and nurtured through

some of the most difficult and formative years of their lives. There is an urgent need for foster caregivers for children and youth throughout BC. Anyone who is interested in becoming a foster parent is encouraged to visit bcfosterparents.ca for more information. A big thank you to all Richmond Foster Families.

(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

149/2025 MOVED BY D. YANG AND SECONDED D. SARGENT:

THAT the Wednesday, September 24, 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

The President, Richmond Teachers' Association (RTA), asked about the impact of the provincial literacy assessment on teacher workload and instructional time, and how the board will advocate for support and consider timing to ensure meaningful student learning.

5. Executive

The Superintendent expressed appreciation for the dedication of teachers, support staff, students, and families, noting their contributions to student success and the district's high performance. He highlighted the start of the school year, visits to schools, and the significance of Orange Shirt Day as part of the district's commitment to truth and reconciliation.

6. Approval of Minutes of Prior Meetings

- (a) A record of an in-camera meeting of the board held Wednesday, June 18, 2025 was included for information.
- (b) Regular meeting of the board held Wednesday, June 18, 2025

150/2025 MOVED BY H. LARSON AND SECONDED BY D. YANG:

THAT the Board of Education approve the Minutes of Wednesday, June 18, 2025 regular meeting as circulated.

CARRIED

- (c) A record of an in-camera special meeting of the board held Tuesday, June 24, 2025 was included for information.
- (d) Special meeting of the board held Tuesday, June 24, 2025

151/2025 MOVED BY A. WONG AND SECONDED BY D. TABLOTNEY:

THAT the Board of Education approve the Minutes of Tuesday, June 24, 2025 special meeting as circulated.

CARRIED

- (e) A record of an in-camera special meeting of the board held Tuesday, September 2, 2025 was included for information.
- (f) Special meeting of the board held Tuesday, September 2, 2025

152/2025 MOVED BY A. WONG AND SECONDED BY D. YANG:

THAT the Board of Education approve the Minutes of Tuesday, September 2, 2025 special meeting as circulated.

CARRIED

7. Business Arising from Prior Minutes

- (a) **Strategic Plan: Annual Report to the Board 2025**

The Superintendent provided an overview of 2024–25 Strategic Plan progress and highlighted areas of focus for the 2026–2030 plan. He noted that most actions under the 2020–25 plan were achieved, highlighted key accomplishments, and emphasized that these achievements reflect the commitment of all district staff and align with recommended focus areas for the next strategic plan.

Trustees thanked staff for the report and provided comments highlighting district achievements, areas for continued focus, and support for recommended priorities in the 2026–2030 Strategic Plan.

(b) RECOMMENDATION – 2026/27 Capital Plan Capital Programs

The Secretary Treasurer spoke to her report as included in the agenda package. She then responded to a question from a trustee regarding the priority ranking of the Playground Equipment Program.

153/2025 MOVED BY D. SARGENT AND SECONDED BY R. BELLEZA:

THAT the Board of Education of School District No. 38 (Richmond) approve the 2026/27 Capital Plan Minor Capital Programs through the adoption of the board resolution for submission to the Ministry of Infrastructure.

CARRIED

(c) RECOMMENDATION – Enhanced Student Learning Report (ESLR)

Assistant Superintendent Brautigam spoke to her report as included in the agenda package. Discussion followed on the implementation of the Screener for Phonemic Awareness in Richmond Kindergarten (SPARK), support for priority student populations, and strategies for students requiring additional assistance. Questions were raised regarding staffing for the Children and Youth in Care program, declining literacy and numeracy trends, and ELL data reporting. Trustees expressed appreciation for the report and emphasized the importance of using the data to inform planning and support student success.

154/2025 MOVED BY D. YANG AND SECONDED BY D. SARGENT:

THAT the Board of Education approve the ESLR for submission to the Ministry of Education and Child Care for the October 1, 2025 submission deadline.

CARRIED

8. New Business

(a) Summer Learning 2025 Highlights

The District Administrator, Continuing Education presented an overview of the district's continuing education programs, with a focus on summer offerings. He responded to trustees' questions regarding program fees, participant feedback, planning for future courses, language offerings, program length, and availability to students outside the district. Trustees thanked him for the presentation and acknowledged staff for providing summer programs to students.

The District Administrator, Continuing Education left the meeting at 8:17 pm.

(b) **RECOMMENDATION – New City Centre School Naming Process**

Trustee Tablotney, School Naming Committee Chairperson, spoke to her report as included in the agenda package. Discussion followed regarding the process for community submissions for the school naming. Staff noted that a communications plan, including social media, the district website, and newspapers, will ensure broad community awareness.

155/2025 MOVED BY D. TABLOTNEY AND SECONDED BY D. YANG:

THAT the Board of Education approve School Naming Committee Terms of Reference, school naming selection criteria, and new city center school naming process as presented in this report.

CARRIED

(c) **MOTION – School Traffic Safety**

Trustee Yang provided background on school traffic safety in the district and presented a motion. Discussion followed regarding the motion.

Main Motion:

156/2025 MOVED BY D. YANG AND SECONDED BY H. LARSON:

THAT the Richmond Board of Education recognize the importance of traffic safety in school zones and on board-owned school properties;

AND THAT the Board write to Richmond City Council requesting a comprehensive, city-wide review of school zones to identify additional traffic safety measures, which may include but not limited to the following:

- Expansion of school zone hours
- Increased traffic calming
- Upgrades to pedestrian walkways and crosswalks
- Additional measures on arterials roads adjacent to existing schools;

AND FURTHER THAT the Board direct staff to:

- (a) Investigate potential traffic safety enhancements on board-owned school properties, including but not limited to the following considerations:
 - Signage
 - Speed bumps;
- (b) Report back to the board with findings and recommendations no later than February 2026.

Trustee Yang provided rationale for the motion. Further discussion ensued and an amendment motion was presented.

Amendment:

157/2025 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

THAT the Richmond Board of Education recognize the importance of traffic safety in school zones and on board-owned school properties;

AND THAT the Board send a topic a comprehensive, city-wide review of school zones to Traffic Safety Advisory Committee to identify additional traffic safety measures, which may include but not limited to the following:

- Expansion of school zone hours
- Increased traffic calming
- Upgrades to pedestrian walkways and crosswalks
- Additional measures on arterials roads adjacent to existing schools.

Trustee Sargent provided rationale for the amendment, followed by discussion. Trustees then voted on the amendment.

DEFEATED

NEGATIVE: K. HAMAGUCHI, H. LARSON, D. TABLOTNEY

Main Motion:

Trustees returned to the main motion and voted.

CARRIED

NEGATIVE: R. BELLEZA, D. SARGENT, A. WONG

9. Questions from the Public

The President, RTA, asked for clarification regarding the new line item in the audited financial statements for municipal grants spent on sites and its impact on the district's operating surplus. She also provided comments on the Classroom Enhancement Fund and ongoing pressures on public education funding.

10. Standing Committee Reports

(a) Audit Committee

Chairperson: David Yang

Vice Chairperson: Rod Belleza

- (i) **RECOMMENDATION:** Audited Financial Statements for the Fiscal Year Ended June 30, 2025.

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

158/2025 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:

THAT the Board of Education (Richmond) approve the Audited Financial Statements for the fiscal year ended June 30, 2025, as presented;

AND FURTHER THAT the Chair of the Board, the Superintendent of Schools, and the Secretary Treasurer be authorized to sign the audited financial statements.

CARRIED

- (ii) A meeting was held on September 16, 2025. The next meeting is scheduled for Tuesday, January 6, 2026, at 3:30 pm.

(b) Education Committee

Chairperson: Heather Larson

Vice Chairperson: David Yang

- (i) Minutes of the meeting held on June 11, 2025, were attached for information.

A meeting was held on Wednesday, September 17, 2025. The next meeting is scheduled for Wednesday, October 15, 2025, at 6:00 pm.

(c) Facilities and Building Committee

Chairperson: Ken Hamaguchi

Vice Chairperson: Heather Larson

- (i) Minutes of the meeting held on June 4, 2025, were attached for information.

A meeting was held on Wednesday, September 3, 2025. The next meeting is scheduled for Wednesday, October 1, 2025, at 4:30 pm.

(d) Finance and Legal Committee

Chairperson: Donna Sargent

Vice Chairperson: Debbie Tablotney

- (i) **RECOMMENDATION:** Trustees Expenses for the Three Months ended June 30, 2025. Report from the Committee Chairperson attached.

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

159/2025 MOVED BY D. SARGENT AND SECONDED BY A. WONG:

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 June 30, 2025, in the amount of \$12,784.56.

CARRIED

- (ii) Minutes of the meeting held on June 11, 2025, were attached for information.

A meeting was held on Wednesday, September 17, 2025. The next meeting is scheduled for Wednesday, October 15, 2025, at 10:00 am.

(e) **Policy Committee**

Chairperson: Debbie Tablotney

Vice Chairperson: David Yang

- (i) **RECOMMENDATION:** Policy 311/311-R: Freedom of Information and Protection of Privacy.

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

Discussion ensued on handling Freedom of Information and privacy requests, including compliance with legislation, board policy, and legal counsel.

160/2025 MOVED BY D. TABLOTNEY AND SECONDED BY D. YANG:

THAT the Board of Education approve revised ***Policy 311/311-R: Freedom of Information and Protection of Privacy***, in accordance with Board Policy 204: *Creation and Revision of Policy and Regulations*.

CARRIED

- (ii) Minutes of the meeting held on June 9, 2025, were attached for information.

A meeting was held on Monday, September 15, 2025. The next meeting is scheduled for Tuesday, October 14, 2025, at 11:00 am.

11. Board Committee and Representative Reports

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

A meeting was held on September 10, 2025. The next meeting is scheduled for Wednesday, November 5, 2025, at 9:30 am.

(b) **BCSTA**

Provincial Council meeting will be held on October 24, 2025 and Trustee Wong will be attending.

(c) **BCPSEA**

Nil.

12. Correspondence

(a) For action:

Nil.

(b) For information:

Report on the Budget 2026 Consultation from the Select Standing Committee on Finance and Government Services. (pages 1-10 and 58-63 attached)

13. Adjournment

161/2025 MOVED BY H. LARSON AND SECONDED BY R. BELLEZA:

THAT the regular meeting of Wednesday, September 24, 2025 of the Board of Education be adjourned at 9:19 pm.

CARRIED

K. HAMAGUCHI
Chairperson

C. WANG
Secretary Treasurer