

Finance and Legal Committee

Public Meeting Minutes

Wednesday, September 17, 2025 – 10:00 am
Via Zoom

Present:

Vice Chairperson	D. Tablotney
Trustee Member	K. Hamaguchi
Trustee Alternate	A. Wong
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
Executive Director, Human Resources	T. Major
President, Richmond District Parents Association	C. Huang
Vice President, Richmond Association of School Administrators	A. Goulas
President, Canadian Union of Public Employees Local 716	S. Robinson
Executive Assistant (Recording Secretary)	T. Lee

Regrets:

Chairperson	D. Sargent
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The meeting was called to order at 10:00 am.

The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓q̓əmi̓nəm̓ language group on whose traditional and unceded territories we teach, learn and live.

As this was the first meeting of the new school year, the Chairperson initiated introductions among the Committee members.

1. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

The minutes of the public meeting held Wednesday, June 11, 2025, were approved as circulated.

3. Human Resources Update

The Executive Director, Human Resources (HR) referred to her report as included in the agenda package, highlighted that most teaching and EA positions have been successfully filled through spring and summer recruitment, with a few remaining postings expected to be filled shortly.

She then responded to various trustees' questions regarding the softening of enrollment, noting updated figures will be provided after the September 30, 2025 report to the Ministry of Education and Child Care, and addressed secondary counselor and French Immersion teacher recruitment.

The Executive Director, HR, also responded to a question from the President of the Richmond District Parents Association regarding staffing amid provincial budget pressures.

4. Trustees' Expenses for the Three Months Ending June 30, 2025

The report was included in the agenda package. Following a trustee's question, the Assistant Secretary Treasurer noted that the rounding error in the spreadsheet will be corrected to match the report. The Committee agreed to forward the following recommendation to the Board:

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.

5. Minutes for Information

(a) Cambie Coordinating Committee Meeting

Minutes of Meeting held May 7, 2025 were attached for information. The next meeting is scheduled on May 6, 2026 to be hosted by the School District.

6. Next Meeting Date – Wednesday, October 15, 2025 at 10:00 am

7. Adjournment

The meeting adjourned at 10:16 am.

Respectfully Submitted,

Debbie Tablotney

Vice Chairperson, Finance and Legal Committee