

Education Committee
Public Meeting Minutes

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

Present:

Chairperson	H. Larson
Trustee Member	D. Sargent
Alternate Member	A. Wong
Trustee	D. Tablotney
Superintendent	C. Usih
Assistant Superintendent	M. Naser
Director of Instruction	B. Douglas
District Administrator	L. Chau
Principal, Boyd Secondary	R. Poon
Principal, Brighthouse Elementary	K. Pantaleo
Principal, Byng Elementary	L. Schulz
Vice Principal, Byng Elementary	L. Ray
Teacher, Byng Elementary	C. Wilkinson
Principal, DeBeck Elementary	L. Schwartz
Vice Principal, De Beck Elementary	C. Lang
Representative, Richmond Association of School Administrators	L. Leung*
President, Richmond Teachers' Association	L. Baverstock
Vice President, Richmond Teachers' Association	S. Boljuncic
1 st Vice-President, CUPE 716	N. Williams
President, Richmond District Parents' Association	C. Huang
Executive Assistant (Recording Secretary)	J. Coronel

Regrets:

Vice-Chairperson	D. Yang
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*Present for a portion of the meeting

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

1. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

The minutes of the public meeting held Wednesday, September 17, 2025, were approved as circulated.

3. Literacy Professional Learning Grants Update

Assistant Superintendent Maryam Naser introduced Director of Instruction Brooke Douglas who provided an update on the district's literacy plan in response to the Ministry's changes to the curriculum regarding mandatory literacy screening for kindergarten students. Highlights included:

- Use of screeners and assessment tools to support early identification and areas of growth
- Ongoing professional learning to build staff knowledge
- Ongoing school-based supports for literacy instruction
- Additional literacy resources placed in schools

There were no further questions or comments.

L. Leung joined the meeting at 6:12 pm.

4. Learning Services – School Learning Stories

Assistant Superintendent Naser provided background information on the Framework for Enhancing Student Learning (FESL). Under the FESL, the district reports to the Ministry on student outcomes on literacy, numeracy, and socio-emotional well-being, identifying strengths and areas requiring further support. The focus this year in schools is on either literacy or numeracy, depending on their individual school contexts and learners' needs.

Director of Instruction Douglas introduced school administrators and teaching staff from Byng, Boyd, Debeck, and Brighthouse who shared their respective school learning stories.

Byng:

- Identified need for support in numeracy, with a focus on computational fluency
- Used common visuals in the form of vocabulary cards of math concepts
- Next steps include specific math games and re-surveying students

Boyd:

- Focus on strengthening literacy skills
- Provided targeted instruction on identifying main idea and supporting ideas
- Goal is to increase graduation assessment proficiencies

DeBeck:

- Focus on numeracy based on data on Power BI, staff input, and student voice
- Actions taken: Sharing and goal setting, professional learning and capacity building, and resource support
- Next steps include continued meaningful staff collaboration, strengthening common math vocabulary, and developing school-wide math resources

Brighthouse:

- Focus on literacy
- Purchased Guiding Reading and Home Reading books for primary classes and Professional learning focus with Leyton Schnellert
- Next steps include revisiting student data, discussing class literacy goals in staff meetings, continuing Literacy Committee meetings to discuss progress and next steps

Trustees expressed appreciation for the important work happening in schools to improve literacy and numeracy outcomes. The President of Richmond Teachers' Association also expressed appreciation for the school stories and emphasized the importance of collaboration among teacher consultants and school administration in improving literacy and numeracy. She raised concerns about the impact of next year's budget on these initiatives.

In response to a question from the President of Richmond District Parents Association, the Superintendent clarified staff activities on professional development days.

D. Tablotney left the meeting at 6:24 pm.

5. Next Meeting Date – November 12, 2025 at 6:00pm

6. Adjournment

The meeting adjourned at 7:03 pm.

Respectfully Submitted,

Heather Larson

Chairperson, Education Committee