

Education Committee Public Meeting Minutes

Wednesday, November 12, 2025 – 6:00 pm
Via Zoom

Present:

Chairperson	H. Larson
Vice-Chairperson	D. Yang
Trustee Member	D. Sargent
Alternate Member	A. Wong
Assistant Superintendent	M. Naser
Director of Instruction	R. Johal*
Director of Instruction	L. Hayes-Brown*
District Administrator	S. Loat
Community Schools Coordinator	K. Jagdeo
ELL Curriculum Coordinator	H. Borthwick
Curriculum Coordinator for Technology	C. Loat
Teacher Librarian, Palmer Secondary	T. Morley
Representative, Richmond Association of School Administrators	L. Leung
Representative, Richmond Association of School Administrators	A. Pikkarainen
Vice President, Richmond Teachers' Association	S. Boljuncic
Representative, Richmond Management and Professional Staff	S. Glanzmann
President, Richmond District Parents' Association	C. Huang
Executive Assistant (Recording Secretary)	J. Coronel

*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, October 15, 2025, were approved as circulated.

3. Staff Presentations

3.1 Community schools programming

Assistant Superintendent Maryam Naser introduced Director of Instruction Rav Johal and Community Schools Coordinator Karamjit Jagdeo who provided an overview of Community Schools, highlighting the model in Richmond, and community school partners and programs.

In response to a question from the President of Richmond District Parents Association, Rav Johal explained that Community Schools are intended for elementary students and are offered in their home schools.

Trustees expressed appreciation for showcasing community schools as an integral part of the district's work in promoting equity.

R. Johal left the meeting at 6:28 pm.

3.2 English Language Learner Supports

Assistant Superintendent Maryam Naser introduced Director of Instruction Liz Hayes-Brown, who provided an overview of district supports available for English Language Learners (ELL) through an equity lens.

Liz Hayes-Brown then introduced ELL Curriculum Coordinator Haley Borthwick and District Administrator Sarah Loat, who shared a presentation highlighting research-based practices to support ELL students, feedback from secondary ELL student survey, the role of the ELL Curriculum Coordinator, and upcoming Professional development collaborations.

In response to a trustee's question, Sarah Loat noted that resource supports are available for ELL students with diverse needs and continue beyond the five-year ELL funding support in the province.

Trustees thanked staff for their important work supporting ELL students in Richmond, who represent a significant portion of the district's student population.

L. Hayes-Brown left the meeting at 6:50 pm.

3.3 Board Authority Authorized (BAA) Courses

Assistant Superintendent Maryam Naser provided brief information on BAA courses and introduced Curriculum Coordinator Chris Loat and Teacher Librarian Tom Morley, who presented on a proposed new BAA course: Digital Literacy for an AI-Enabled World.

This course is designed to help students understand the general impacts of Artificial Intelligence (AI) and provides a flexible framework for teachers to implement AI-related content. Highlights of their presentation include:

- Ensuring students and teachers are in control of how AI is used responsibly
- Centering digital and AI literacy skills, with BC Digital Literacy Framework applied in AI context
- Incorporating key AI competencies in the course
- Aligning the course with Ministry, district, and global guidance
- Course flexibility and integration with other subject areas

The Committee then agreed to forward the following **RECOMMENDATION** to the Board:

THAT the Education Committee recommends that the Board of Education approve the newly developed Board Authority Authorized Course: Digital Literacy for an AI Enabled World for implementation in the 2026/27 school year.

4. Next Meeting Date – Wednesday January 14, 2026 at 6:00 pm

5. Adjournment

The meeting adjourned at 7:07 pm.

Respectfully Submitted,

*Heather Larson
Chairperson, Education Committee*