

**Board of Education**  
**Public Meeting Agenda**

**Wednesday, February 18, 2026 – 7:00 pm**  
**1st Floor Boardroom**

[https://sd38.zoom.us/webinar/register/WN\\_woc7CdjTTT2YcMwQ2xy2XQ](https://sd38.zoom.us/webinar/register/WN_woc7CdjTTT2YcMwQ2xy2XQ)

*After registering, you will receive a confirmation email containing information about joining the webinar.*

The Richmond Board of Education acknowledges and thanks the First Peoples of the hə́ŋqəmíŋəŋ language group on whose traditional and unceded territories we teach, learn and live.

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

- (a) Recognition of Visitors
- (b) Announcements
- (c) Any materials not included in packages available to the public

**2. Adoption of Agenda**

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

- (a) Presentations  
Nil.
- (b) Briefs  
Nil.
- (c) Special Recognition  
Nil.

**4. Questions from the Public**

Members of the public are invited to come forward with questions regarding agenda items.

**5. Executive**

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

- (a) Record of an in-camera meeting of the board held Wednesday, January 21, 2026.
- (b) Regular meeting of the board held Wednesday, January 21, 2026 for approval.

**7. Business Arising from Prior Minutes**

- (a) **RECOMMENDATION – School Traffic Safety**  
Report from the Secretary Treasurer attached.
- (b) **2025/26 Amended Annual Budget Bylaw – Three Readings**  
Report from the Secretary Treasurer attached.

**8. New Business**

Nil.

**9. Questions from the Public**

Members of the public are invited to come forward with questions regarding agenda items.

**10. Standing Committee Reports**

- (a) **Audit Committee**  
*Chairperson: Rod Belleza*  
*Vice Chairperson: David Yang*

The next meeting is scheduled for Tuesday, March 3, 2026.

- (b) **Education Committee**  
*Chairperson: David Yang*  
*Vice Chairperson: Heather Larson*

- (i) Minutes of the meeting held on January 14, 2026, are attached for information.

A meeting was held on Wednesday, February 11, 2026. The next meeting is scheduled for Wednesday, April 15, 2026, at 6:00 pm.

- (c) **Facilities and Building Committee**  
*Chairperson: Ken Hamaguchi*  
*Vice Chairperson: Debbie Tablotney*

- (i) Minutes of the meeting held on January 7, 2026, are attached for information.

A meeting was held on Wednesday, February 4, 2026. The next meeting is scheduled for Wednesday, March 4, 2026, at 4:30 pm.

(d) **Finance and Legal Committee**

*Chairperson: Alice Wong*

*Vice Chairperson: Donna Sargent*

- (i) Minutes of the meeting held on January 14, 2026, are attached for information.

A meeting was held on Wednesday, February 11, 2026. The next meeting is scheduled for Wednesday, April 15, 2026, at 10:00 am.

(e) **Policy Committee**

*Chairperson: Debbie Tablotney*

*Vice Chairperson: Heather Larson*

- (i) **RECOMMENDATION:** Policy 701.11-R: Naming and Renaming of Schools and District Facilities.

Report from Committee Chairperson attached.

- (ii) Minutes of the meeting held on January 12, 2026, are attached for information.

A meeting was held on Monday, February 9, 2026. The next meeting is scheduled for Monday, April 13, 2026 at 11:00 am.

**11. Board Committee and Representative Reports**

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

A meeting was held on January 28, 2026. The next meeting is scheduled for April 29, 2026 at 9:30 am.

(b) **BCSTA**

BCSTA 2026 Spring Provincial Council meeting will be held on February 20, 2026. BCSTA AGM 2026 will be held on April 9-11, 2026.

(c) **BCPSEA**

BCPSEA Annual General Meeting was held on January 29, 2026.

**12. Correspondence**

(a) For action:

Nil.

(b) For information:

Nil.

**13. Adjournment**

**Board of Education**

**Telephone 604 668 6000**

[www.sd38.bc.ca](http://www.sd38.bc.ca)

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**The next meeting is scheduled for Wednesday, March 11, 2026**

**Contact Persons regarding agenda items:**

**Superintendent, Mr. Christopher Usih – 604 668 6081**

**Secretary Treasurer, Ms. Cindy Wang – 604 668 6012**

- Please address any item for an upcoming Agenda to the Chairperson, Board of Education (Richmond) at: 7811 Granville Avenue, Richmond, BC V6Y 3E3.
- Items to include your name and address.
- Items received at the office of the Secretary Treasurer by 9:00 a.m. the Thursday preceding a meeting of the Board will be included on the Agenda.
- Items arriving after the 9:00 a.m. Agenda deadline will be reserved for the next meeting of the Board.
- For further assistance, please contact the Executive Assistant to the Board at 604 295 4302.

Committee Appointments 2025-2026

	Audit	Education	Facilities and Building	Finance and Legal	Policy	
Chairperson	Rod Belleza	David Yang	Ken Hamaguchi	Alice Wong	Debbie Tablotney	
Vice Chairperson	David Yang	Heather Larson	Debbie Tablotney	Donna Sargent	Heather Larson	
Member	Donna Sargent	Rod Belleza	Alice Wong	Ken Hamaguchi	David Yang	
Alternate	Alice Wong	Alice Wong	Donna Sargent	Rod Belleza	Rod Belleza	
District Staff Rep	Cindy Wang	Maryam Naser	Cindy Wang	Cindy Wang	Chris Usih	
	DEI Advisory	Indigenous Ed. Advisory	SOGI Advisory			
Representative	Debbie Tablotney/ David Yang	Ken Hamaguchi/ Heather Larson	Rod Belleza/ Donna Sargent			
Alternate	Heather Larson	Rod Belleza	David Yang			
District Staff Rep	Christel Brautigam	Liz Hayes-Brown	Rav Johal			
Reports To	Board of Education	Board of Education	Board of Education			
	Council/Board Liaison	BCPSEA Provincial Rep	BCSTA Provincial Council			
Representative	Heather Larson/ Donna Sargent	Debbie Tablotney	Alice Wong			
Alternate	Ken Hamaguchi	Alice Wong	Donna Sargent			
District Staff Rep	Chris Usih/Cindy Wang	Tanya Major	Chris Usih			
Reports To	Board of Education	Board of Education	Board of Education			
	Cambie Coordinating	Child Care Development Advisory	ELL Consortium	Richmond Sister City Advisory	Richmond Sustainability Action	Vancouver Coastal Health Authority
Representative	Alice Wong	Rod Belleza	David Yang	Ken Hamaguchi	Heather Larson	Debbie Tablotney
Alternate	Donna Sargent	Debbie Tablotney	Alice Wong	Rod Belleza	Donna Sargent	Ken Hamaguchi
District Staff Rep	Cindy Wang/Maryam Naser	Maryam Naser	Liz Hayes-Brown	Shaun Sephton	Maryam Naser	Chris Usih/Braunwyn Thompson/Christel Brautigam
Reports To	Finance and Legal Committee	Facilities and Building Committee	Education Committee	Education Committee	Facilities and Building Committee	Education Committee

**Note:**  
The Chairperson or Vice Chairperson of the board is the alternate to all standing committees in the absence of the appointed trustee. All trustees are encouraged to attend standing committee meetings as they are available.

**Date:** February 18, 2026  
**From:** Cindy Wang, Secretary Treasurer  
**Subject:** Record of an In-camera Board Meeting held January 21, 2026

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The Board of Education School District No. 38 (Richmond) would like to report that the following was discussed at an in-camera meeting of the Board held January 21, 2026.

(a)	Briefs and Presentations:	Nil.
(b)	Executive:	Administrative items were discussed.
(c)	Business Arising out of Minutes:	Administrative items were discussed.
(d)	New Business:	Administrative items were discussed.
(e)	Standing Committee Reports:	Nil.
(f)	Board Committee and Representative Reports:	Nil.
(g)	Correspondence:	Nil.
(h)	Record of Disclosure:	Nil.

Below find an excerpt from Board Policy which outlines those matters that constitute In-Camera material.

**Pursuant to Board Policy 201, unless otherwise determined by the Board, the following matters shall be considered in-camera;**

To protect individual privacy and the Board's own position, in-camera meetings may be conducted to discuss issues such as:

- individual student matters;
- individual employee matters;
- legal concerns;
- negotiating collective agreements;
- negotiating contracts;
- the sale or purchase of land.

Trustees will not disclose to the public or employees the proceedings of an in-camera session unless a resolution has been passed at the closed meeting to allow such disclosure.

## **Board of Education**

### **Public Meeting Minutes**

**Wednesday, January 21, 2026 – 7:00 pm**  
**1<sup>st</sup> Floor Boardroom and via Zoom**

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**Present:**

Chairperson  
Vice Chairperson  
Trustee  
Trustee  
Trustee  
Trustee  
Trustee  
Superintendent of Schools  
Secretary Treasurer  
Assistant Superintendent  
Assistant Superintendent  
Assistant Superintendent  
Assistant Superintendent  
Executive Director, Human Resources  
Director, Communications & Marketing  
Executive Assistant (Recording Secretary)

K. Hamaguchi  
H. Larson  
R. Belleza  
D. Sargent  
D. Tablotney  
A. Wong  
D. Yang  
C. Usih  
C. Wang  
C. Brautigam  
R. Laing  
M. Naser  
B. Thompson  
T. Major  
D. Sadler  
T. Lee

The Chairperson called the meeting to order at 7:03 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 Tablotney:** Every February, Canadians are invited to participate in Black History Month events that honour the legacy, achievements, and ongoing contributions of Black Canadians and their communities.

In the Richmond School District, Black History Month is an important opportunity to teach, learn, and celebrate Black Excellence by highlighting the resilience, contributions, and

leadership of Black individuals and communities. As a district our continued commitment to equity, inclusion, and meaningful representation remains central to our work.

Throughout February, students and staff will engage in learning experiences that explore Black history, culture, and contributions – strengthening our understanding, foster belonging, and honour the diversity that enriches our district.

**Trustee Wong:** Lunar New Year, beginning this year on February 17, is a time of celebration, reflection, and renewal for many members of our community. As we welcome the Year of the Horse, we honour the traditions, languages, and cultural practices of families and staff who observe this important festival, including those celebrating Chinese New Year.

The Richmond School District values the rich cultural diversity that strengthens our schools. Our ongoing commitment to equity, inclusion, and belonging continues to guide our work. Lunar New Year provides an opportunity for our students and staff to learn from one another, deepen understanding, and celebrate the vibrant cultural heritage that enriches our district.

We extend warm wishes to all who are celebrating. May the Year of the Horse bring good health, joy, and prosperity.

**Trustee Larson:** January 27 marks the anniversary of the liberation of Auschwitz-Birkenau and is recognized globally as International Holocaust Remembrance Day. On this solemn day, the Richmond School District honours the memory of the six million Jews and all victims of the Holocaust, and we pay tribute to the survivors who continue to share their stories with courage and resilience.

As a district, our commitment to equity, inclusion, and combating all forms of hate – including antisemitism – remains unwavering. We continue to foster learning environments where understanding, human rights, and respect are central, ensuring that the lessons of the Holocaust are carried forward for future generations.

**Trustee Yang:** January 29 marks the anniversary of the 2017 attack on the Islamic Cultural Centre and Mosque in Sainte-Foy, Québec – one of the deadliest hate-motivated attacks in Canada. Today we remember the six lives lost, honour the survivors, and hold their families and communities in our thoughts.

As a school district, our commitment to equity, inclusion, and safe, caring schools remains steadfast. We stand against all forms of hate and discrimination, including anti-Islamic hate and Islamophobia.

We continue to promote learning rooted in human rights, anti-oppression, and social justice, and we strive to ensure that every student and staff member feels safe, valued, and a true sense of belonging.

**Trustee Sargent:** Briefs regarding the 2026/27 Annual Budget will be accepted without prior notice at the February 18, 2026, March 11, 2026, and April 22, 2026 regular meetings of the Board.



Please note that budget updates will be made available on the District's Budget website. All budget feedback will be considered by the Board as part of the budget process which is anticipated to be completed by May 20, 2026.

**(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**

**009/2026 MOVED BY D. YANG AND SECONDED H. LARSON:**

**THAT** the Wednesday, January 21, 2026 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) inquired whether the board collaborates with other boards when bringing forward motions and expressed appreciation for the motions being presented.

The President, Richmond District Parents Association inquired about the motion on the District Student Council.

**5. Executive**

The Superintendent highlighted the importance of school visits and engagement with the school community, noting the strong sense of community and pride among current and former employees. He expressed appreciation for the dedication of teachers, support staff, administrators, and central office staff. He acknowledged the collective effort behind the work

presented on the agenda and thanked staff for their continued commitment to ensuring students feel safe, welcome, and supported in their learning.

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

- (a) A record of an in-camera meeting of the board held Wednesday, December 10, 2025 was included for information.
- (b) Regular meeting of the board held Wednesday, December 10, 2025

**010/2026 MOVED BY H. LARSON AND SECONDED BY A. WONG:**

**THAT** the Board of Education approve the Minutes of Wednesday, December 10, 2025 regular meeting as circulated.

**CARRIED**

- (c) A record of an in-camera special meeting of the board held Tuesday, January 13, 2026 was included for information.
- (d) Special meeting of the board held Tuesday, January 13, 2026

**011/2026 MOVED BY D. YANG AND SECONDED BY R. BELLEZA:**

**THAT** the Board of Education approve the Minutes of Tuesday, January 13, 2026 special meeting as circulated.

**CARRIED**

## **7. Business Arising from Prior Minutes**

- (a) **RECOMMENDATION – New City Centre School Catchment**

The Secretary Treasurer spoke to her report as included in the agenda package.

Staff then responded to trustees' questions regarding student transition plans and collaboration with the City of Richmond to address transportation and traffic safety.

Trustees thanked staff for their work, care, and extensive consultation.

**012/2026 MOVED BY K. HAMAGUCHI AND SECONDED BY H. LARSON:**

**THAT** the Board of Education approve the establishment of the new City Centre elementary school catchment boundaries, based on Adjusted Scenario Two as presented, effective for implementation beginning the 2026/27 school year, and direct staff to proceed with implementation and communication.

**CARRIED**

(b) **RECOMMENDATION – K-7 Blended Learning Program**

Assistant Superintendent Naser spoke to her report as included in the agenda package.

Trustees thanked staff for their work and for their support of students and families.

**013/2026 MOVED BY K. HAMAGUCHI AND SECONDED BY D. SARGENT:**

**THAT** the Board of Education approve staff recommendation to discontinue the K–7 Blended Learning Program, effective June 30, 2026, due to consistently low and declining enrollment;

**AND FURTHER THAT** staff engage with all relevant partner groups and provide transition supports for all students currently enrolled in the program.

**CARRIED**

(c) **RECOMMENDATION – 2026-2030 Strategic Plan**

The Superintendent spoke to the report as included in the agenda package. He then responded to a trustee’s question regarding Strategic Priority 4: Community and Partnership.

Trustees expressed appreciation for the collaborative process and thanked partner groups for their engagement and the consultants for their work.

The Superintendent acknowledged and thanked partner groups, the Board, senior staff, and the consultants for their contributions and feedback in developing the strategic plan.

**014/2026 MOVED BY K. HAMAGUCHI AND SECONDED BY R. BELLEZA:**

**THAT** the Board of Education approve the Richmond School District Strategic Plan 2026–2030 as outlined in this report.

**CARRIED**

(d) **MOTION – Establishment of a District Student Council**

Trustee Belleza spoke to his motion as outlined in the agenda package and provided rationale for the motion.

**015/2026 MOVED BY R. BELLEZA AND SECONDED BY A. WONG:**

**WHEREAS** the Board of Education of School District No. 38 (Richmond) values student voice and seeks input from students, when appropriate, on decisions that affect their learning and well-being;

**WHEREAS** the District has two district-wide student leadership groups: Table 38 and Presidents Council, composed of student representatives from all ten secondary schools;

**WHEREAS** the Board is developing a new strategic plan to guide the school district in the coming years;

**THEREFORE, BE IT RESOLVED** that the Board direct staff to examine ways to enhance the current structures and to consider the feasibility of creating a District Student Council to further enhance student voice, leadership, and engagement at the district level, and to report back to the Board by May 2026.

Discussion ensued regarding the motion and the current district-wide student leadership groups. Following discussion, trustees voted on the motion.

**DEFEATED**

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

## **8. New Business**

### **(a) MOTION – BCSTA AGM Motion on English Language Learning (ELL)**

Trustee Yang spoke to his motion as outlined in the agenda package and provided rationale for the motion.

**016/2026 MOVED BY D. YANG AND SECONDED BY D. SARGENT:**

**THAT** the Board approve the following motion for submission to the 2026 BCSTA Annual General Meeting:

**BE IT RESOLVED THAT** the BCSTA request the Ministry of Education to increase the maximum number of funding-eligible years for English Language Learning (ELL) students.

Discussion ensued regarding the motion. Following discussion, trustees voted on the motion.

**CARRIED**

### **(b) MOTION – BCSTA AGM Motion Regarding Adequate and Flexible Education Funding**

Trustee Larson spoke to her motion as outlined in the agenda package and provided rationale for the motion.

**017/2026 MOVED BY H. LARSON AND SECONDED BY D. SARGENT:**

**THAT** the Board of Education approve the following motion for submission to the 2026 BCSTA Annual General Meeting:

**BE IT RESOLVED THAT** the BC School Trustees Association request that the Ministry of Education and Child Care provide adequate and flexible funding to school districts to address unfunded cost pressures, including but not limited to those arising from the conclusion of collective bargaining, staff grid increments, potential salary adjustments for exempt staff, costs associated with benefit rate increases, and rising inflationary costs.

Discussion ensued regarding the motion. Following discussion, trustees voted on the motion.

**CARRIED**

(c) **Proposed District Calendars 2026/27 & 2027/28**

Assistant Superintendent Naser spoke to her report as included in the agenda package. She then responded to a trustee's question regarding strategies for parent engagement and opportunities for feedback.

**9. Questions from the Public**

There were no questions from the public.

**10. Standing Committee Reports**

(a) **Audit Committee**

*Chairperson: Rod Belleza*

*Vice Chairperson: David Yang*

The next meeting is scheduled for Tuesday, February 10, 2026.

(b) **Education Committee**

*Chairperson: David Yang*

*Vice Chairperson: Heather Larson*

- (i) Minutes of the meeting held on November 12, 2025, were attached for information.

A meeting was held on Wednesday, January 14, 2026. The next meeting is scheduled for Wednesday, February 11, 2026, at 6:00 pm.

(c) **Facilities and Building Committee**

*Chairperson: Ken Hamaguchi*

*Vice Chairperson: Debbie Tablotney*

- (i) Minutes of the meeting held on December 3, 2025, were attached for information.

A meeting was held on Wednesday, January 7, 2026. The next meeting is scheduled for Wednesday, February 4, 2026, at 4:30 pm.

- (d) **Finance and Legal Committee**  
*Chairperson: Alice Wong*  
*Vice Chairperson: Donna Sargent*

(i) **RECOMMENDATION: Trustee Expenses for 3 Months Ended December 31, 2025.**

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

**018/2026      MOVED BY A. WONG AND SECONDED BY D. SARGENT:**

**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 December 31, 2025, in the amount of \$5,057.08.

**CARRIED**

(ii) **RECOMMENDATION: 2026/27 Facility Rental Rates.**

The Committee Chairperson spoke to the report as included in the agenda package. Discussion followed regarding the proposed facility rental rate increase.

**019/2026      MOVED BY A. WONG AND SECONDED BY H. LARSON:**

**THAT** the Board of Education approve a 5% increase to both non-commercial (not-for-profit) and commercial (for profit) facility rental rates for the 2026/27 fiscal year as presented herein.

**CARRIED**

NEGATIVE: D. YANG

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

A meeting was held on Wednesday, January 14, 2026. The next meeting is scheduled for Wednesday, February 11, 2026, at 10:00 am.

- (e) **Policy Committee**  
*Chairperson: Debbie Tablotney*  
*Vice Chairperson: Heather Larson*

(i) **RECOMMENDATION:** Policy 501.8-R/501.8-G: Student Admission, Registration, Placement and Transfer.

The Committee Chairperson spoke to the report as included in the agenda package. Discussion followed regarding the motion.

**020/2026      MOVED BY D. TABLOTNEY AND SECONDED BY D. YANG:**

**THAT** the Board of Education approve revised ***Policy 501.8-R/501.8-G: Student Admission, Registration, Placement and Transfer***, in accordance with Board Policy 204: Creation and Revision of Policy and Regulations.

**CARRIED**

- (ii) Minutes of the meeting held on November 10, 2025, were attached for information.

A meeting was held on Monday, January 12, 2026. The next meeting is scheduled for Monday, February 9, 2026, at 11:00 am.

**11. Board Committee and Representative Reports**

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

The next meeting will be held on January 28, 2026.

(b) **BCSTA**

BCSTA 2026 Spring Provincial Council will be held on February 20, 2026.

(c) **BCPSEA**

BCPSEA Annual General Meeting will be held on January 29, 2026.

**12. Correspondence**

(a) For action:

Nil.

(b) For information:

- (i) Advocacy Letters from the Board of Education to local Members of Parliament dated January 7, 2026.

Trustees highlighted advocacy efforts with MPs regarding concerns over changes to immigration funding, noting that other Metro districts are taking similar steps and that a related motion will be coming forward to the BCSTA AGM.

**13. Adjournment**

**021/2026 MOVED BY H. LARSON AND SECONDED BY A. WONG:**

**THAT** the regular meeting of Wednesday, January 21, 2026 of the Board of Education be adjourned at 9:40 pm.

**CARRIED**

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K. HAMAGUCHI  
Chairperson

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C. WANG  
Secretary Treasurer



## Report to the Board of Education (Public)

**Date:** February 18, 2026

**From:** Cindy Wang, Secretary Treasurer  
Kris Wilkins, Director, Facilities Services  
Joel Canlas, Manager, Transportation, Assets and Safety

**Subject:** School Traffic Safety

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### RECOMMENDATION

**THAT** the Board of Education (the Board) direct staff to continue working with schools to implement traffic safety measures identified through the recent traffic safety study engagement.

**AND FURTHER THAT** the Board direct staff to continue working with partner organizations, including the City of Richmond, the RCMP and the School Traffic Safety Committee, in support of coordinated traffic enhancement initiatives around school zones.

### BACKGROUND

This report is provided in accordance with the board's direction, as set out in the following motion passed during the September 24, 2025 public board meeting:

**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.

### ANALYSIS

Facilities Services engaged school administrators through an information-gathering process in January 2026 with responses received from all 48 schools. The following summary highlights the common themes identified through that process.

## **On School Property**

Overall, schools generally described conditions on school property as “mostly safe” (56%), while identifying opportunities for targeted improvements. On the vehicular side, schools most frequently noted congestion during pick-up and drop-off periods, vehicles stopping in undesignated areas, circulation challenges within parking lots and driveways, and limited visibility in certain locations. These observations were typically concentrated during peak times.

With respect to pedestrian movement on school grounds, schools reported pedestrian-vehicle conflicts involving turning vehicles or vehicles entering and exiting parking areas, for example instances of drivers not yielding at internal crosswalks. Some sites identified less clearly marked crossing areas and locations where pedestrian and vehicle zones could be more clearly delineated.

A number of schools indicated that enhancements such as improved signage, refreshed pavement markings, traffic calming features, and clearer pedestrian routes would further support safety. Suggestions for improvements varied by site, reflecting differences in layout, traffic patterns, and daily usage.

## **On City Roads Adjacent to Schools**

Feedback regarding streets, sidewalks, crosswalks, and curbside areas adjacent to schools reflected a range of experiences. While some schools described adjacent road conditions as generally safe (47%), others identified specific areas for attention, particularly during peak travel periods (29%).

Common vehicular themes included congestion and queueing during pick-up and drop-off times, stopping or parking in restricted areas, driver behaviours such as speeding or failure to yield, and turning or intersection conflicts.

From a pedestrian perspective, schools referenced occasional pedestrian-vehicle conflicts at driveways, intersections, and crosswalks, as well as instances of drivers not yielding at marked crossings. Some sites identified longer crossing distances, localized visibility challenges, sidewalk gaps, or crowding along frequently used walking routes.

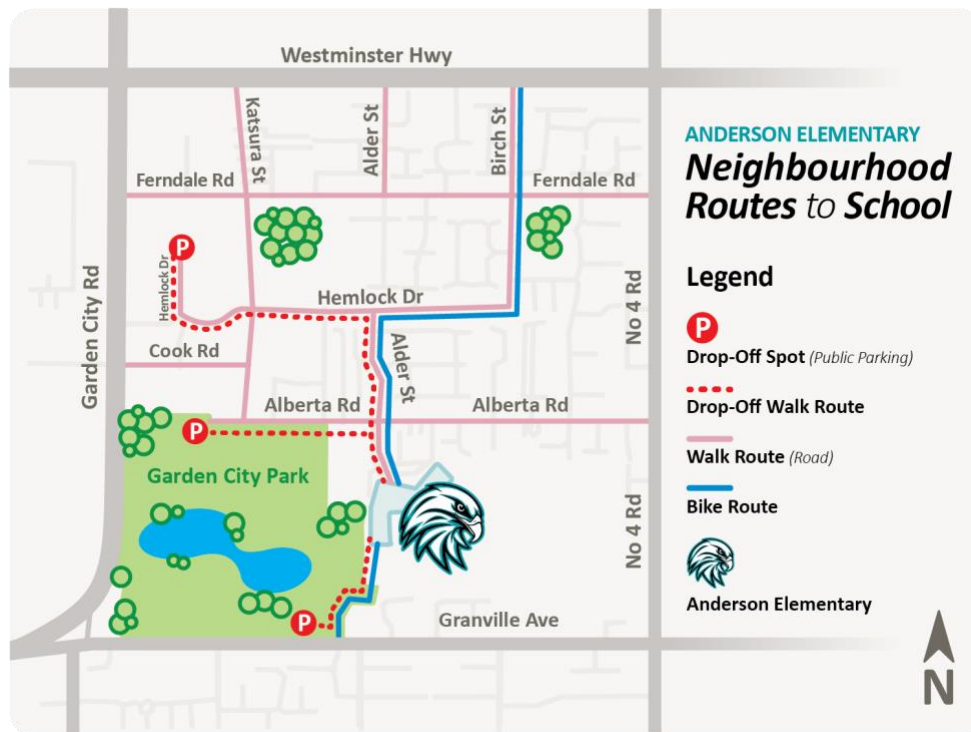
A number of schools suggested that measures such as traffic calming, clearer signage, or enhanced crosswalk treatments, including raised crossings, pedestrian signals, or flashing beacons, could further strengthen safety conditions in the areas immediately surrounding school sites.

## **DISCUSSION**

### **Active Transportation**

In response to requests from some City Centre schools, a staff working group comprised of an Assistant Superintendent, Director of Facilities Services, Manager of Transportation, Assets and Safety, and Manager of Energy and Sustainability, conducted school parking lot traffic observations at six sites in the 2024/25 school year. These observations occurred during morning drop-off and afternoon pick-up times. While the team identified and recommended some improvements at various sites regarding signage and re-painting, the major conclusion was that the volume of vehicles and the lack of active (non-vehicle) transportation were the largest challenges these schools were facing.

An action item from this group was to create Active Transportation Maps to support and encourage alternative methods to travel to school. In addition, it was recommended to identify several “park and walk” options. A Neighbourhood Routes to School map has been completed for the first site, Anderson Elementary, and will be the pilot site for this initiative. The group will collect feedback before rolling out additional maps for schools.



### School Grounds Maintenance Programs

Facilities Services maintains established processes and annual programs to support schools in the upkeep of parking lots, drop-off loops, and pedestrian pathways. Schools are encouraged to submit a service request outlining the specific concern or improvement sought, such as parking lot line painting, installation of new drop-off signage, or marking of a new crosswalk.

Facilities Services staff review each request and work with schools through existing processes related to signage installation, paving replacements, and the annual parking lot line painting program, typically carried out in July and August. The feedback gathered from schools will guide staff’s operational considerations, aligning with established processes, assessing feasibility, scope and implementation timelines in addressing schools’ concerns.

The school district receives an annual AFG allocation, a portion of which can be used towards repaving and addressing areas that have failed or reached the end of lifecycle. This portion of the AFG funding typically ranges from \$150,000 to \$200,000. A list of prioritized sites is developed and updated throughout the school year, incorporating identified deficiencies as well as service requests submitted by schools. Projects of this scale require engagement of consultants and engineers, as well as permitting and a formal tender process.

With respect to minor capital projects, parking lot or drop-off loop expansions do not qualify for Annual Facilities Grant (AFG) funding. Such expansions generally would require Board local capital investment, as projects of this nature typically ranges between \$100,000 to \$300,000 and involve substantial staff time. Many school sites are physically constrained by existing building locations, adjacent roadways, and property boundaries. These limitations may affect feasibility of expansion or significant upgrades.

## **CONCLUSION**

Facilities Services staff will continue to work in close partnership with schools to advance appropriate traffic safety measures. Feedback received from the schools will inform planning and project prioritization, including the installation of traffic signage, pavement markings, traffic calming interventions, and potential minor capital improvements. This evidence-based approach will enable staff to refine priorities and sequence implementation where safety concerns are most acute.

The feedback will further guide district staff engaging with partner organizations including the City of Richmond, the RCMP and Traffic Advisory Committee and assist in prioritizing school traffic safety reviews. Many of the concerns identified by schools are consistent with those previously raised by the Board to Council in its letter dated October 22, 2025.

*Respectfully submitted,*

*Cindy Wang  
Secretary Treasurer*

*Kris Wilkins  
Director, Facilities Services*

*Joel Canlas  
Manager, Transportation, Assets and Safety*

## Report to the Board of Education (Public)

**Date:** February 18, 2026  
**From:** Cindy Wang, Secretary Treasurer  
**Subject:** 2025/26 Amended Annual Budget Bylaw

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### RECOMMENDATION

**THAT** the Board of Education approve the 2025/26 Amended Annual Budget Bylaw by way of three readings and that the Board authorizes the Chairperson of the Board, Superintendent and Secretary Treasurer to sign the 2025/26 Amended Annual Budget Bylaw and submit the 2025/26 Amended Annual Budget Bylaw together with the 2025/26 Amended Annual Budget to the Ministry of Education and Child Care by February 28, 2026.

### BACKGROUND

As required by the Ministry of Education and Child Care, the 2025/26 Amended Annual Budget (attached) has been prepared in accordance with the Public Sector Accounting Board (PSAB) standards for not-for-profit organizations, and Section 23.1 of the *Budget Transparency and Accountability Act* of the Province of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

The Board of Education is therefore required to approve the 2025/26 Amended Annual Budget Bylaw in the amount of \$377,742,893, which is comprised of the Operating, Special Purpose, and Capital Funds. The 2025/26 Amended Annual Budget reflects the operating grants announced by the Ministry of Education and Child Care based on the September 30, 2025 student enrolment. The February and May 2026 enrolment counts are based on estimates. The purpose of this report is to present the 2025/26 Amended Budget as attached and compare it to the Preliminary 2025/26 Annual Budget.

### 2025/26 AMENDED BUDGET HIGHLIGHTS – OPERATING FUND

#### Operating Revenues (Schedules 2 & 2A):

The District receives approximately 93% of its total operating revenue from the Ministry of Education and Child Care through the provincial K-12 education funding model. Additional revenue sources include international education tuition fees, facilities rental revenue and investment income.

Overall, the 2025/26 Amended Annual Budget Operating Fund revenue is \$279.4 million, \$4.2 million lower than that was reported in the preliminary 2025/26 Annual Budget. It is mainly the result of the following changes from the preliminary budget.

- Updated Ministry operating grants compared to preliminary budget estimates:

- The K-12 education funding model is primarily enrolment driven, based on eligible funded full-time equivalent (FTE) student counts. FTE enrolment, rather than headcounts, reflects students enrolled in part-time programs or other unique learning arrangements.
- Basic Allocation Grant:  
The Ministry recalculated the Basic Allocation Grant based on September 30, 2025 actual enrolment, which was lower than the spring projection due to unforeseen enrolment decline. This decline is primarily attributable to net population outflow and recent immigration policy changes, including caps on work and study permits. Based on the 1701 report, total K-12 student enrolment was 543 FTEs below the preliminary projection, partially offset by an increase of 196 FTEs in online learning. As a result, the Basic Allocation Grant in the amended budget is \$3.4 million lower than the preliminary budget estimates.
- Unique Student Needs Grants:
  - Enrolment patterns varied across different grant categories.
  - English Language Learning: enrolment declined compared to the previous school year (by 245 FTEs) and the preliminary projection (by 372 FTEs), resulting in \$0.7 million less funding than projected in the preliminary budget.
  - Inclusive Education: enrolment is higher in Levels 1 to 3 by a net total of 77 FTEs, generating \$2.1 million more funding than anticipated in the preliminary budget.
- Other operating grants (differences between actual funding and preliminary estimates):
  - Salary differential funding: \$0.7 million higher compared to preliminary budget based on Ministry funding recalculation.
  - Summer learning: funding is \$0.3 million higher than projected in the preliminary budget as a result of higher student participation.
  - \$0.1 million increase in funding for Graduated Adults.
- \$0.4 million decrease in Integrated Child and Youth Team (ICY) Funding. The 2024/25 ICY unspent funding has been carried forward to the 2025/26 school year;
- \$3.2 million decrease in international tuition revenue due to lower long term international students;
- \$0.2 million increase in Continuing Education revenue;
- \$0.3 million one-time increase in miscellaneous income due to the settlement of the Microsoft Class Action;
- \$0.2 million decrease in investment income due to lower interest rates.

#### **Operating Expenses (Schedules 2, 2B & 2C):**

The 2025/26 Amended Budget continues to prioritize learning by ensuring high quality public education in the classrooms, while maintaining the District's commitment to long-term financial sustainability. In response to decreased revenue resulting from enrolment decline, the District continues to review organizational effectiveness and make targeted adjustments to non-school department supplies and services, while preserving school-based container budgets.

Overall, the 2025/26 Amended Annual Budget Operating Fund expenditure is \$276.4 million, \$4.2 million lower compared to the total expenses projected for the preliminary 2025/26 Annual Budget. It is mainly the result of:

- \$2.6 million decrease in teacher salaries attributed to decline in student enrolment:

- In determining teaching staffing allocations through staffing process, the District ensures that collective agreement requirements are met and that services continue to address student needs in the classrooms.
- 31.4 FTE lower compared to the preliminary budget, of which 6.4 FTE relates to a projected enrolment increase that did not materialize due to actual enrolment decline in September 2025. The remaining decrease reflects that there are 25 fewer elementary divisions following the actual enrolment decline in September 2025.
- Offset by an increase of \$0.3 million, compared to the preliminary budget, to account for teacher step increments, and an increase of \$0.1 million in summer school teaching time.
- \$0.1 million decrease in administrators and other professional salaries relating to the decrease in the Integrated Child and Youth Team (ICY) Funding for 2025/26. The 2024/25 ICY unspent funding has been carried forward to the 2025/26 school year;
- \$0.1 million decrease in support staff salaries relating to the decrease in the Integrated Child and Youth Team (ICY) Funding for 2025/26. The 2024/25 ICY unspent funding has been carried forward to the 2025/26 school year;
- \$0.2 million increase in substitutes salaries due to increase in sick and other leaves;
- \$0.5 million decrease in benefit costs due to lower budgeted salaries offset by increase in employer statutory costs and employer benefit costs;
- \$1.9 million reduction in expenditures to address the in-year budget shortfall due to enrolment decline. The 2025/26 amended budget strategies are:
  - Implementation of an additional ten per cent (10%) reduction in services and supplies budget for non-school departments (\$1.1 million); and
  - Review non-school department budgets and reduce planned expenditures that could be paused during this school year, which includes:
    - \$0.4 million decrease from various facilities and technology related departmental budgets, including savings from lower utilities cost due to reduced carbon tax charges, adjustments to insurance deductibles and telecommunication charges;
    - innovation fund and special equipment moved to capital fund (\$0.3 million); and
    - decrease in Richmond Leadership Team meetings and other miscellaneous expenses not directly tied to classroom learning (\$0.1 million)).
- \$0.5 million increase in library resources, learning resources, materials, and equipment for the new City Centre school, as well as additional supports to ensure a smooth transition for students;
- \$0.1 million increase in insurance premiums; and
- \$0.2 million increase in digital services.

#### **Transfer to Local Capital (Schedule 2):**

Overall, the 2025/26 Amended Annual Budget Operating Fund includes a transfer of \$3.0 million to Local Capital, which remains unchanged from the preliminary 2025/26 Annual Budget.

#### **2025/26 AMENDED BUDGET HIGHLIGHTS – SPECIAL PURPOSE FUND (Schedules 3 & 3A):**

Overall, the 2025/26 Amended Annual Budget Special Purpose Fund grant revenue received is \$70.6 million, \$4.4 million higher than the revenue reported in the preliminary 2025/26 Annual Budget. It is mainly the result of:

- Increase in the CEF Staffing funding (\$2.1 million);

- Increase in the CEF Remedy funding (\$1.1 million);
- Increase in the National School Food Program funding (\$0.4 million);
- Increase in the Provincial Resource Program funding (\$0.1 million); and
- Increase in School Generated Funds (\$0.7 million).

The corresponding expenses of the Special Purpose Fund are adjusted accordingly.

**2025/26 AMENDED BUDGET HIGHLIGHTS – CAPITAL FUND (Schedule 4):**

The total capital fund included in the 2025/26 Amended Budget is \$28.6 million. The transfer to Local Capital from the Operating Fund (\$3.0 million) is reflected in the Capital Fund.

Respectfully submitted,

*Cindy Wang CPA-CA, MSc*  
*Secretary Treasurer*



Amended Annual Budget

## **School District No. 38 (Richmond)**

June 30, 2026

School District No. 38 (Richmond)

June 30, 2026

Table of Contents

Bylaw ..... 1

Amended Annual Budget - Revenue and Expense - Statement 2 ..... 2

Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4 ..... 4

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1 ..... 5

Amended Annual Budget - Operating Revenue and Expense - Schedule 2 ..... 6

    Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source ..... 7

    Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Object ..... 8

    Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object ..... 9

Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3 ..... 11

    Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds ..... 12

Amended Annual Budget - Capital Revenue and Expense - Schedule 4 ..... 15

\*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

## AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 38 (RICHMOND) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2025/2026 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 38 (Richmond) Amended Annual Budget Bylaw for fiscal year 2025/2026.
3. The attached Statement 2 showing the estimated revenue and expense for the 2025/2026 fiscal year and the total budget bylaw amount of \$377,742,893 for the 2025/2026 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2025/2026.

READ A FIRST TIME THE 18th DAY OF FEBRUARY, 2026;

READ A SECOND TIME THE 18th DAY OF FEBRUARY, 2026;

READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF FEBRUARY, 2026;

( Corporate Seal )

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Chairperson of the Board

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Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 38 (Richmond)  
Amended Annual Budget Bylaw 2025/2026, adopted by the Board the 18th DAY OF FEBRUARY, 2026.

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Secretary Treasurer

School District No. 38 (Richmond)

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	22,508,875	22,851,000
Adult	52,063	57,750
Other	816,750	742,781
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>23,377,688</b>	<b>23,651,531</b>
<b>Revenues</b>	\$	\$
Provincial Grants		
Ministry of Education and Child Care	323,583,097	319,584,101
Other	62,800	52,800
Federal Grants	1,232,231	1,191,448
Tuition	14,681,735	17,762,882
Other Revenue	9,629,225	8,884,120
Rentals and Leases	1,813,749	1,773,749
Investment Income	1,739,516	1,651,163
Amortization of Deferred Capital Revenue	13,338,775	13,029,178
<b>Total Revenue</b>	<b>366,081,128</b>	<b>363,929,441</b>
<b>Expenses</b>		
Instruction	304,422,892	302,307,236
District Administration	9,594,264	9,649,379
Operations and Maintenance	53,139,075	53,522,294
Transportation and Housing	1,930,569	2,046,607
Debt Services	213,318	207,710
<b>Total Expense</b>	<b>369,300,118</b>	<b>367,733,226</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(3,218,990)</b>	<b>(3,803,785)</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(3,218,990)	(3,803,785)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(3,218,990)</b>	<b>(3,803,785)</b>

School District No. 38 (Richmond)

Amended Annual Budget - Revenue and Expense  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	276,411,161	280,632,636
Special Purpose Funds - Total Expense	71,829,905	66,029,098
Special Purpose Funds - Tangible Capital Assets Purchased	903,791	903,791
Capital Fund - Total Expense	21,059,052	21,071,492
Capital Fund - Tangible Capital Assets Purchased from Local Capital	7,538,984	3,234,744
<b>Total Budget Bylaw Amount</b>	<b>377,742,893</b>	<b>371,871,761</b>

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
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Signature of the Superintendent	Date Signed
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Signature of the Secretary Treasurer	Date Signed
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School District No. 38 (Richmond)

Amended Annual Budget - Changes in Net Financial Assets (Debt)  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(3,218,990)	(3,803,785)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(903,791)	(903,791)
From Local Capital	(7,538,984)	(3,234,744)
From Deferred Capital Revenue	(43,100,838)	(52,080,947)
From Capital Leases	(1,199,003)	(300,000)
Total Acquisition of Tangible Capital Assets	(52,742,616)	(56,519,482)
Amortization of Tangible Capital Assets	20,845,734	20,863,782
Total Effect of change in Tangible Capital Assets	(31,896,882)	(35,655,700)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(35,115,872)	(39,459,485)

School District No. 38 (Richmond)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund  
Year Ended June 30, 2026

	Operating Fund \$	Special Purpose Fund \$	Capital Fund \$	2026 Amended Annual Budget \$
Accumulated Surplus (Deficit), beginning of year	7,914,800	-	188,143,870	196,058,670
Changes for the year				
Net Revenue (Expense) for the year	3,000,000	903,791	(7,122,781)	(3,218,990)
Interfund Transfers				
Tangible Capital Assets Purchased		(903,791)	903,791	-
Local Capital	(3,000,000)		3,000,000	-
Net Changes for the year	-	-	(3,218,990)	(3,218,990)
Budgeted Accumulated Surplus (Deficit), end of year	7,914,800	-	184,924,880	192,839,680

School District No. 38 (Richmond)

Amended Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	260,581,632	261,872,660
Other	62,800	52,800
Tuition	14,681,735	17,762,882
Other Revenue	1,151,225	869,920
Rentals and Leases	1,813,749	1,773,749
Investment Income	1,120,020	1,300,625
Total Revenue	279,411,161	283,632,636
Expenses		
Instruction	233,950,881	237,636,032
District Administration	8,675,070	8,730,185
Operations and Maintenance	32,302,737	32,656,156
Transportation and Housing	1,482,473	1,610,263
Total Expense	276,411,161	280,632,636
Net Revenue (Expense)	3,000,000	3,000,000
Net Transfers (to) from other funds		
Local Capital	(3,000,000)	(3,000,000)
Total Net Transfers	(3,000,000)	(3,000,000)
Budgeted Surplus (Deficit), for the year	-	-



# School District No. 38 (Richmond)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education and Child Care</b>		
Operating Grant, Ministry of Education and Child Care	257,154,673	258,195,693
Other Ministry of Education and Child Care Grants		
Pay Equity	2,215,706	2,215,706
Funding for Graduated Adults	500,000	331,443
Student Transportation Fund	21,608	21,608
Support Staff Benefits Grant		-
FSA Scorer Grant	27,292	27,292
Labour Settlement Funding		-
Integrated Child and Youth Teams	662,353	1,080,918
<b>Total Provincial Grants - Ministry of Education and Child Care</b>	<b>260,581,632</b>	<b>261,872,660</b>
<b>Provincial Grants - Other</b>	<b>62,800</b>	<b>52,800</b>
<b>Tuition</b>		
Summer School Fees	332,850	376,890
Continuing Education	1,571,211	1,365,492
International and Out of Province Students	12,777,674	16,020,500
<b>Total Tuition</b>	<b>14,681,735</b>	<b>17,762,882</b>
<b>Other Revenues</b>		
Other School District/Education Authorities	555,990	555,990
Miscellaneous		
Cafeteria	286,693	312,930
Miscellaneous	1,000	1,000
Microsoft Class Action Settlement	307,542	-
<b>Total Other Revenue</b>	<b>1,151,225</b>	<b>869,920</b>
<b>Rentals and Leases</b>	<b>1,813,749</b>	<b>1,773,749</b>
<b>Investment Income</b>	<b>1,120,020</b>	<b>1,300,625</b>
<b>Total Operating Revenue</b>	<b>279,411,161</b>	<b>283,632,636</b>

School District No. 38 (Richmond)

Amended Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
	\$	\$
Salaries		
Teachers	114,688,750	117,270,422
Principals and Vice Principals	15,023,415	14,887,174
Educational Assistants	23,120,493	23,098,950
Support Staff	25,913,723	25,996,623
Other Professionals	7,759,236	7,946,392
Substitutes	12,508,810	12,360,023
Total Salaries	199,014,427	201,559,584
Employee Benefits	54,582,113	55,097,762
Total Salaries and Benefits	253,596,540	256,657,346
Services and Supplies		
Services	7,007,342	7,393,039
Student Transportation	11,260	15,070
Professional Development and Travel	1,450,795	1,642,637
Rentals and Leases	317,812	320,114
Dues and Fees	163,173	164,219
Insurance	897,848	877,197
Supplies	8,636,054	8,999,514
Utilities	4,330,337	4,563,500
Total Services and Supplies	22,814,621	23,975,290
Total Operating Expense	276,411,161	280,632,636

School District No. 38 (Richmond)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2026

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	88,446,108	2,800,926		1,544,429		9,418,474	102,209,937
1.03 Career Programs	234,591			600,559			835,150
1.07 Library Services	2,003,413			626,963			2,630,376
1.08 Counselling	2,971,787						2,971,787
1.10 Inclusive Education	9,020,364		22,956,554	122,669	394,203	1,374,995	33,868,785
1.30 English Language Learning	6,580,489			206,852			6,787,341
1.31 Indigenous Education	339,421			40,603			380,024
1.41 School Administration		11,567,491		5,743,556		312,710	17,623,757
1.60 Summer School	1,140,226	152,734	163,939	30,107		47,818	1,534,824
1.61 Continuing Education	622,660	327,036		135,987	101,315	474,000	1,660,998
1.62 International and Out of Province Students	3,329,691			206,271	900,879	14,260	4,451,101
1.64 Other				40,350			40,350
<b>Total Function 1</b>	<b>114,688,750</b>	<b>14,848,187</b>	<b>23,120,493</b>	<b>9,298,346</b>	<b>1,396,397</b>	<b>11,642,257</b>	<b>174,994,430</b>
<b>4 District Administration</b>							
4.11 Educational Administration				359,594	2,391,687	13,626	2,764,907
4.40 School District Governance					237,939		237,939
4.41 Business Administration		175,228		1,096,986	1,975,065	2,256	3,249,535
<b>Total Function 4</b>	<b>-</b>	<b>175,228</b>	<b>-</b>	<b>1,456,580</b>	<b>4,604,691</b>	<b>15,882</b>	<b>6,252,381</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				306,761	1,758,148	1,016	2,065,925
5.50 Maintenance Operations				13,127,286		723,171	13,850,457
5.52 Maintenance of Grounds				992,157			992,157
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,426,204</b>	<b>1,758,148</b>	<b>724,187</b>	<b>16,908,539</b>
<b>7 Transportation and Housing</b>							
7.70 Student Transportation				732,593		126,484	859,077
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>732,593</b>	<b>-</b>	<b>126,484</b>	<b>859,077</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>114,688,750</b>	<b>15,023,415</b>	<b>23,120,493</b>	<b>25,913,723</b>	<b>7,759,236</b>	<b>12,508,810</b>	<b>199,014,427</b>

School District No. 38 (Richmond)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2026

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2026 Amended Annual Budget	2026 Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	102,209,937	28,199,157	130,409,094	5,429,554	135,838,648	138,195,671
1.03 Career Programs	835,150	230,326	1,065,476	451,955	1,517,431	1,518,693
1.07 Library Services	2,630,376	725,432	3,355,808	620,656	3,976,464	3,792,965
1.08 Counselling	2,971,787	819,589	3,791,376	7,287	3,798,663	3,796,782
1.10 Inclusive Education	33,868,785	9,340,676	43,209,461	617,031	43,826,492	44,235,341
1.30 English Language Learning	6,787,341	1,871,882	8,659,223	35,762	8,694,985	8,694,473
1.31 Indigenous Education	380,024	104,807	484,831	89,347	574,178	590,370
1.41 School Administration	17,623,757	4,860,458	22,484,215	463,822	22,948,037	22,658,398
1.60 Summer School	1,534,824	300,286	1,835,110	34,346	1,869,456	1,684,469
1.61 Continuing Education	1,660,998	324,745	1,985,743	169,542	2,155,285	2,156,285
1.62 International and Out of Province Students	4,451,101	1,216,901	5,668,002	3,021,109	8,689,111	10,249,534
1.64 Other	40,350	11,128	51,478	10,653	62,131	63,051
<b>Total Function 1</b>	<b>174,994,430</b>	<b>48,005,387</b>	<b>222,999,817</b>	<b>10,951,064</b>	<b>233,950,881</b>	<b>237,636,032</b>
<b>4 District Administration</b>						
4.11 Educational Administration	2,764,907	762,534	3,527,441	215,528	3,742,969	3,795,030
4.40 School District Governance	237,939	17,869	255,808	253,149	508,957	496,598
4.41 Business Administration	3,249,535	896,190	4,145,725	277,419	4,423,144	4,438,557
<b>Total Function 4</b>	<b>6,252,381</b>	<b>1,676,593</b>	<b>7,928,974</b>	<b>746,096</b>	<b>8,675,070</b>	<b>8,730,185</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	2,065,925	569,762	2,635,687	1,255,272	3,890,959	4,006,872
5.50 Maintenance Operations	13,850,457	3,819,819	17,670,276	4,862,358	22,532,634	22,527,356
5.52 Maintenance of Grounds	992,157	273,627	1,265,784	283,023	1,548,807	1,558,428
5.56 Utilities	-	-	-	4,330,337	4,330,337	4,563,500
<b>Total Function 5</b>	<b>16,908,539</b>	<b>4,663,208</b>	<b>21,571,747</b>	<b>10,730,990</b>	<b>32,302,737</b>	<b>32,656,156</b>
<b>7 Transportation and Housing</b>						
7.70 Student Transportation	859,077	236,925	1,096,002	386,471	1,482,473	1,610,263
<b>Total Function 7</b>	<b>859,077</b>	<b>236,925</b>	<b>1,096,002</b>	<b>386,471</b>	<b>1,482,473</b>	<b>1,610,263</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>199,014,427</b>	<b>54,582,113</b>	<b>253,596,540</b>	<b>22,814,621</b>	<b>276,411,161</b>	<b>280,632,636</b>

School District No. 38 (Richmond)

Amended Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2026

	2026 Amended Annual Budget	2026 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	63,001,465	57,711,441
Federal Grants	1,232,231	1,191,448
Other Revenue	8,478,000	8,014,200
Investment Income	22,000	15,800
Total Revenue	72,733,696	66,932,889
Expenses		
Instruction	70,472,011	64,671,204
District Administration	919,194	919,194
Operations and Maintenance	438,700	438,700
Total Expense	71,829,905	66,029,098
Net Revenue (Expense)	903,791	903,791
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(903,791)	(903,791)
Total Net Transfers	(903,791)	(903,791)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 38 (Richmond)

Amended Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2026

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year	-	-	1,161,592	5,843,866	-	37,710	35,564	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	829,289	892,537			238,000	93,100	346,778	869,538	5,522,243
Federal Grants									
Other			1,000	7,700,000					
Investment Income			20,000						
	829,289	892,537	21,000	7,700,000	238,000	93,100	346,778	869,538	5,522,243
Less: Allocated to Revenue	829,289	892,537	50,000	8,000,000	238,000	130,810	382,342	869,538	5,522,243
Recovered									
Deferred Revenue, end of year	-	-	1,132,592	5,543,866	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	829,289	892,537			238,000	130,810	382,342	869,538	5,522,243
Federal Grants									
Other Revenue			30,000	8,000,000					
Investment Income			20,000						
	829,289	892,537	50,000	8,000,000	238,000	130,810	382,342	869,538	5,522,243
Expenses									
Salaries									
Teachers							91,831		
Principals and Vice Principals						35,045			
Educational Assistants		737,146			186,960	28,437		400,091	2,424,476
Support Staff									521,382
Other Professionals									411,256
Substitutes							19,000		1,016,529
	-	737,146	-	-	186,960	63,482	110,831	400,091	4,373,643
Employee Benefits		155,391			51,040	19,475	20,675	108,025	1,003,520
Services and Supplies	70,578		50,000	8,000,000		47,853	250,836	361,422	
	70,578	892,537	50,000	8,000,000	238,000	130,810	382,342	869,538	5,377,163
Net Revenue (Expense) before Interfund Transfers	758,711	-	-	-	-	-	-	-	145,080
Interfund Transfers									
Tangible Capital Assets Purchased	(758,711)								(145,080)
	(758,711)	-	-	-	-	-	-	-	(145,080)
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 38 (Richmond)

Amended Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2026

	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	Mental Health in Schools	Early Childhood Education Dual Credit Program	Student & Family Affordability	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Feeding Futures Fund	Health Career Grants
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	11,084	51,920	318,039	4,586	-	924,939	41,705
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	46,794,625	1,130,679	48,000				175,000	2,442,836	
Federal Grants									
Other									
Investment Income									
	46,794,625	1,130,679	48,000	-	-	-	175,000	2,442,836	-
Less: Allocated to Revenue Recovered	46,794,625	1,130,679	59,084	51,920	318,039	4,586	175,000	3,367,775	41,705
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	46,794,625	1,130,679	59,084	51,920	318,039	4,586	175,000	3,367,775	41,705
Federal Grants									
Other Revenue									
Investment Income									
	46,794,625	1,130,679	59,084	51,920	318,039	4,586	175,000	3,367,775	41,705
Expenses									
Salaries									
Teachers	35,522,302								
Principals and Vice Principals							140,182		
Educational Assistants									
Support Staff									
Other Professionals								92,510	
Substitutes	1,253,075	926,786							
	36,775,377	926,786	-	-	-	-	140,182	92,510	-
Employee Benefits	10,019,248	203,893					29,818	25,440	
Services and Supplies			59,084	51,920	318,039	4,586	5,000	3,249,825	41,705
	46,794,625	1,130,679	59,084	51,920	318,039	4,586	175,000	3,367,775	41,705
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased									
	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 38 (Richmond)

Amended Annual Budget - Changes in Special Purpose Funds  
Year Ended June 30, 2026

	Dual Credit Program Expansion	Professional Learning Grant	National School Food Program	Provincial Resource Program	Provincial Early Years	Educational Trust Fund	SWIS	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	208,468	-	107,323	390,019	430,732	40,783	9,608,330
Add: Restricted Grants								
Provincial Grants - Ministry of Education and Child Care			408,020	1,026,805	550,000			61,367,450
Federal Grants							1,191,448	1,191,448
Other						350,000		8,051,000
Investment Income						2,000		22,000
	-	-	408,020	1,026,805	550,000	352,000	1,191,448	70,631,898
Less: Allocated to Revenue	-	208,468	408,020	1,026,805	550,000	450,000	1,232,231	72,733,696
Recovered				107,323	390,019			497,342
Deferred Revenue, end of year	-	-	-	-	-	332,732	-	7,009,190
Revenues								
Provincial Grants - Ministry of Education and Child Care		208,468	408,020	1,026,805	550,000			63,001,465
Federal Grants							1,232,231	1,232,231
Other Revenue						448,000		8,478,000
Investment Income						2,000		22,000
	-	208,468	408,020	1,026,805	550,000	450,000	1,232,231	72,733,696
Expenses								
Salaries								
Teachers				620,403	251,900			36,486,436
Principals and Vice Principals							94,025	269,252
Educational Assistants								3,777,110
Support Staff				24,876	34,470		672,382	1,253,110
Other Professionals								503,766
Substitutes		100,000						3,315,390
	-	100,000	-	645,279	286,370	-	766,407	45,605,064
Employee Benefits		23,000		176,162	78,180		230,701	12,144,568
Services and Supplies		85,468	408,020	205,364	185,450	450,000	235,123	14,080,273
	-	208,468	408,020	1,026,805	550,000	450,000	1,232,231	71,829,905
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	903,791
Interfund Transfers								
Tangible Capital Assets Purchased								(903,791)
	-	-	-	-	-	-	-	(903,791)
Net Revenue (Expense)	-	-	-	-	-	-	-	-



# School District No. 38 (Richmond)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense  
Year Ended June 30, 2026

	2026 Amended Annual Budget			2026
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Annual Budget
	\$	\$	\$	\$
<b>Revenues</b>				
Investment Income		597,496	597,496	334,738
Amortization of Deferred Capital Revenue	13,338,775		13,338,775	13,029,178
<b>Total Revenue</b>	<b>13,338,775</b>	<b>597,496</b>	<b>13,936,271</b>	<b>13,363,916</b>
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	20,397,638		20,397,638	20,427,438
Transportation and Housing	448,096		448,096	436,344
Debt Services				
Capital Lease Interest		213,318	213,318	207,710
<b>Total Expense</b>	<b>20,845,734</b>	<b>213,318</b>	<b>21,059,052</b>	<b>21,071,492</b>
<b>Net Revenue (Expense)</b>	<b>(7,506,959)</b>	<b>384,178</b>	<b>(7,122,781)</b>	<b>(7,707,576)</b>
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	903,791		903,791	903,791
Local Capital		3,000,000	3,000,000	3,000,000
<b>Total Net Transfers</b>	<b>903,791</b>	<b>3,000,000</b>	<b>3,903,791</b>	<b>3,903,791</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	7,538,984	(7,538,984)	-	
Principal Payment				
Capital Lease	1,307,290	(1,307,290)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>8,846,274</b>	<b>(8,846,274)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>2,243,106</b>	<b>(5,462,096)</b>	<b>(3,218,990)</b>	<b>(3,803,785)</b>

## Education Committee Public Meeting Minutes

Wednesday, January 14, 2026 – 6:00 pm  
Via Zoom

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**Present:**

Chairperson	D. Yang
Vice-Chairperson	H. Larson
Trustee Member	R. Belleza
Alternate Member	A. Wong
Superintendent	C. Usih
Assistant Superintendent	M. Naser
District Administrator	L. Chau
Principal, Mitchell Elementary	V. Carrière
Teacher Consultant	K. Canas
Teacher Consultant	K. Gamble
Teacher, Mitchell Elementary	L. Chang Dar Woon
Teacher, Mitchell Elementary	S. Dewji
Teacher, MacNeill Secondary	L. Sampson
Teacher, McNair Secondary	J. Dur
Teacher, Steveston-London Secondary	K. Laskemoen
President, Richmond Teachers' Association	L. Baverstock
Vice President, Richmond Teachers' Association	S. Boljuncic
Representative, Richmond Association of School Administrators	L. Leung
Representative, Richmond Association of School Administrators	A. Pikkarainen
Representative, Richmond Management and Professional Staff	S. Glanzmann
1 <sup>st</sup> Vice President, Canadian Union of Public Employees 716	N. Williams
President, Richmond District Parents' Association	C. Huang
Executive Assistant (Recording Secretary)	J. Coronel

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

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, November 12, 2025, were approved as circulated.

### **3. Staff Presentations**

Assistant Superintendent Naser provided an overview of the two presentations and introduced District Administrator Chau, who then introduced staff from various schools. Staff presented highlights of French programming across the district, as well as secondary courses that support the Indigenous-focused graduation requirement.

#### **3.1 French programming**

- Kristine Canas shared the French Immersion model in Richmond and highlighted district cultural activities that support and enrich French programs.
- Valerie Carrière shared school-wide initiatives at Mitchell Elementary aimed at making French learning relevant and fun.
- Lisa Chang Dar Woon described activities in her Grade 3/4 class at Mitchell Elementary that support students in viewing French as a social language used in everyday conversations.
- Sophie Dewji spoke about the use of conversation circles in her Grade 2/3 class at Mitchell Elementary as an instructional routine to develop French language development.

Trustees expressed appreciation for the great work across the district to support French language programming.

In response to a trustee's question, Valerie Carrière noted that one of the challenges students may face is a lack of French language support at home, particularly when parents do not speak French. The President of Richmond District Parents Association inquired about the proportion of French and English instruction in schools. Valerie Carrière clarified that in Early French Immersion (Kindergarten to Grade 3), instruction is delivered entirely in French. Starting in Grade 3, instruction is approximately 80% in French and 20% in English.

#### **3.2 Indigenous-Focused Graduation Requirement**

- Karla Gamble presented an overview of Indigenous-focused graduation requirement courses
- Lenaya Sampson, English and Social Studies teacher at MacNeill Secondary, shared examples of student work from her BC First Peoples 12 class.
- Jenna Dur described learning activities in her Environmental Science 12 and English 12 First Peoples classes, including books written by Indigenous authors that guide her classes.
- Katie Laskemoen shared that learning in her English First Peoples class at Steveston-London Secondary has been largely student-led, with students actively engaging in workshops and experiential learning.

Trustees expressed appreciation for teachers' experiences and the meaningful learning taking place in Indigenous-focused courses.

April Pikkarainen, representative from Richmond Association of School Administrators, commented on how nature-based practices impact student learning. In response to a trustee's question, District Administrator Chau highlighted that the impact of Indigenous-focused education continues to be observed and measured through daily practice.

Superintendent Usih expressed gratitude and appreciation for the passion, dedication, and expertise of the district's educators.

**4. Next Meeting Date – Wednesday February 11, 2026 at 6:00 pm**

**5. Adjournment**

The meeting adjourned at 7:00 pm.

*Respectfully Submitted,*

*David Yang  
Chairperson, Education Committee*

## **Facilities and Building Committee**

### **Public Meeting Minutes**

**Wednesday, January 7, 2026 - 4:30 pm**  
**Via Zoom**

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**Present:**

Chairperson	K. Hamaguchi
Vice Chairperson	D. Tablotney
Trustee Member	A. Wong
Trustee	H. Larson
Superintendent of Schools	C. Usih
Director, Richmond Project Team	J. Ho
Director, Facilities Services	K. Wilkins
President, Richmond Teachers' Association	L. Baverstock
2nd Vice President, Richmond Teachers' Association	F. Marsic
President, Richmond District Parents Association	C. Huang
Vice President, Richmond District Parents Association	A. Gong
President, Richmond Association of School Administrators	N. Widdess
Representative, Richmond Management and Professional Staff	J. Canlas
Executive Assistant (Recording Secretary)	T. Lee

The meeting was called to order at 4:29 pm.

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

**1. Approval of Agenda**

The agenda was adopted as circulated.

**2. Approval of Minutes**

Minutes from the December 3, 2025 meeting was approved as circulated.

**3. Facilities Planning Update (standing item)**

The Director, Richmond Project Team noted the report was included in the agenda package.

Following a question from the 2nd Vice President, Richmond Teachers' Association (RTA), the Director, Richmond Project Team clarified the secondary school boundary review process in the new city centre school area.

**4. Capital Projects Update (standing item)**

The Director, Richmond Project Team spoke to the report as included in the agenda package and noted the completion of the Tomsett Building Addition project.

In response to a trustee's question, the Director, Richmond Project Team advised that unforeseen soil conditions caused a delay at the Diefenbaker Elementary seismic replacement project, which has now resumed.

**5. Facilities Services Update (standing item)**

The Director, Facilities Services noted the report was included in the agenda package. He then responded to various questions from the Committee, including the timeline for the custodial workload analysis, the LED lighting upgrade program, insurance claims and issues over the winter break, and fire alarm and security system upgrades.

**6. Next Meeting Date – February 4, 2026 at 4:30 pm**

**7. Adjournment**

The meeting adjourned at 4:42 pm.

*Respectfully Submitted,*

*Ken Hamaguchi*

*Chairperson, Facilities and Building Committee*

## Finance and Legal Committee

### Public Meeting Minutes

**Wednesday, January 14, 2026 – 10:00 am**  
**Via Zoom**

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**Present:**

Chairperson	A. Wong
Vice Chairperson	D. Sargent
Superintendent of Schools	C. Usih
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
Executive Director, Human Resources	T. Major
Director, Facilities Services	K. Wilkins
Manager, Operations and Rentals	C. Winters
1 <sup>st</sup> Vice President, Richmond Teachers' Association	S. Wenglowski
Vice President, Richmond Teachers' Association	F. Marsic
Vice President, Richmond District Parents Association	A. Gong
1 <sup>st</sup> Vice President, Canadian Union of Public Employees Local 716	N. Williams
Representative, Richmond Management and Professional Staff	R. Corbin
Executive Assistant (Recording Secretary)	T. Lee

**Regrets:**

Trustee Member	K. Hamaguchi
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The meeting was called to order at 10:01 am.

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

**1. Adopt Agenda**

The agenda was adopted as circulated.

**2. Approve Minutes**

The minutes of the public meeting held Wednesday, November 12, 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. She then responded to various questions from the Committee, including the retention of teacher candidates and EAs.

**4. 2024/25 Statement of Financial Information**

The Assistant Secretary Treasurer provided an update on the 2024/25 Statement of Financial Information (SOFI) and noted that the statement is now publicly available on the district's website. There were no further comments or questions.

**5. Trustees' Expenses for the Three Months Ending December 31, 2025**

The Assistant Secretary Treasurer referred to her report as included in the agenda package.

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 December 31, 2025, in the amount of \$5,057.08.

**6. 2026/27 Facility Rental Rates**

The Director, Facilities Services noted the report was included in the agenda package.

Trustees noted their appreciation for staff's report and encouraged ongoing annual reviews to ensure costs are adequately covered.

Staff then responded to questions from the Committee, including inquiries about custodial fees for rentals and library rentals.

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

**THAT** the Chairperson of the Finance and Legal Committee provide a recommendation to the Board of Education to approve a 5% increase to both non-commercial (not-for-profit) and commercial (for profit) facility rental rates for the 2026/27 fiscal year as presented herein.

**7. Next Meeting Date – Wednesday, February 11, 2026 at 10:00 am**

**8. Adjournment**

The meeting adjourned at 10:17 am.

*Respectfully Submitted,*

*Alice Wong*  
*Chairperson, Finance and Legal Committee*



## Report to the Board of Education (Public)

**Date:** February 18, 2026

**From:** Debbie Tablotney, Trustee, Chairperson of Policy Committee

**Subject:** **Policy 701.11-R: Naming and Renaming of Schools and District Facilities**

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### RECOMMENDATION:

THAT the Policy Committee recommends to the Board of Education that revised **Policy 701.11-R: Naming and Renaming of Schools and District Facilities** be referred to Partner Group Review Process for the period of February 19, 2026 to April 10, 2026.

### BACKGROUND:

For several years now the issue of school renaming has surfaced with our staff and public requesting that the board develop a process for the consideration of school renaming. This issue has become more prominent nationwide over the past decade or so, and the board has been supportive of the development of a school and district facilities renaming policy. Work was initiated in 2020-2021 by the former superintendent and deputy superintendent. With board support, the work was paused to allow for the development of a district diversity, equity, and inclusion policy. On May 25, 2025, Policy 102: Diversity, Equity, and Inclusion was adopted by the Board of Education. It was determined that it would be important to have Policy 102 adopted to ensure alignment with a future renaming policy.

### POLICY REVIEW:

Staff have conducted a broad search of renaming policies throughout British Columbia school districts. The review revealed that the majority of school districts in BC have not to date developed school renaming policies and/or procedures. There are however a few good exemplars (e.g., North Vancouver, New Westminster, Vancouver). In addition, staff reviewed district policies from Calgary and Toronto. The policies of the district listed above have informed the development of the attached draft renaming policy.

### IMPORTANT POLICY ELEMENTS:

Recognizing that renaming of schools and district facilities can be controversial, it is critically important that policy development reflect a commitment to honouring diverse viewpoints while fostering a sense of belonging amongst all members of the school community. Prioritizing education, engagement, and respect for historical context, while balancing contemporary values that contribute to a positive and inclusive learning environment is the goal of an effective renaming policy.

**LEGISLATIVE CONSIDERATIONS:**

School Act - Section 85: Power and Capacity

For the purposes of carrying out its powers, functions, and duties under the School Act, a board has the power and capacity to determine local policy.

**PROPOSED TIMELINE:**

<b>Dates</b>	<b>Meeting</b>	<b>Comments</b>
June 9, 2025	Policy Committee (In-Camera)	Proposed timeline shared with the committee.
June 18, 2025	Board of Education (In-Camera)	Proposed timeline shared with trustees.
September 15, 2025	Policy Committee (Public)	Proposed timeline shared with partner groups.
October 30, 2025		Complete review on renaming (examine best practices in B.C. and other jurisdictions in Canada).
November 10, 2025	Policy Committee (In-Camera)	Revised proposed timeline shared with trustees.
November 10, 2025	Policy Committee (Public)	Revised proposed timeline shared with partner groups.
January 12, 2026	Policy Committee (In-Camera)	Policy report (incorporating review of other district renaming policies) and draft policy shared with the committee. Opportunity for trustee feedback.
February 9, 2026	Policy Committee (Public)	Policy report and draft policy incorporating trustee feedback shared with the committee. Recommendation to place into partner group review process from February 19, 2026, to April 10, 2026.
February 18, 2026	Board of Education (Public)	Possible board approval for entry into partner group review process from February 19, 2026, to April 10, 2026.
February 19, 2026, to April 10, 2026		Partner group review process.
April 13, 2026	Policy Committee (In-Camera)	Proposed draft policy incorporating partner group input brought to the committee.

May 11, 2026	Policy Committee (Public)	Final revisions based on partner group process brought to the committee. Possible Notice of Motion for approval at the May Board of Education (Public) meeting.
May 20, 2026	Board of Education (Public)	Possible Notice of Motion for final approval of proposed draft policy at June Board of Education (Public) meeting.
June 17, 2026	Board of Education (Public)	Recommendation for approval of revised policy.

*Respectfully submitted,*

*Debbie Tablotney  
Trustee, Chairperson of Policy Committee*

*Attachments:*

- 1. Draft rewrite of Policy 701.11-R*
- 2. Current version of Policy 701.11-R*
- 3. Policy research summary*

## **Naming and Renaming of Schools and District Facilities**

The Richmond Board of Education recognizes that schools and district facilities are an integral part of the community in which they are located. Community pride and involvement in the naming process serves to deepen the connection between the school district and community. As such, the naming of a school or district facility will be decided by the board following its commitment to robust consultation with students, parents/guardians, partner groups<sup>1</sup>, and the community.

The Board of Education is committed to reconciliation and decolonization as outlined in [Policy 102](#).

### **Guiding Principles**

1. The Board of Education, in its absolute discretion has the right to name schools and district facilities.
2. The relationship between the school or district facility and the land on which it is located is significant in the naming process.
3. In selecting a place-based name that acknowledges and honours Indigenous history, it is essential to seek early engagement with the appropriate rights holder(s).
4. Generally, schools and district facilities will not be named after individuals.
5. If naming after an individual, consideration will be given to Indigenous Peoples and historically under-represented communities such as visible minorities and women.
6. Schools and district facilities will not be named after a living person.
7. The Board of Education reserves the right to remove a name in the event of an exceptional circumstance. **Exceptional circumstances** are defined for the purpose of this policy to mean, *where the existing name no longer reflects the values, culture, and significance of the school population or community in which the facility is located, and/or no longer aligns with the board's core values.*
8. Existing or rebuilt schools and district facilities or parts of facilities will only be renamed in exceptional circumstances (see #7 above).
9. A school or facility name that is in use in a neighbouring district is to be avoided.
10. Following the selection of a school name, secondary schools will officially use the designation "Secondary School", while elementary schools will use the designation "Elementary School."
11. An education and communication plan will be developed and implemented to support

understanding of the historic significance of a new school or district facility name and to teach the proper pronunciation of the name given.

## **A. Naming of New Schools and District Facilities**

1. When the need to name a new school or district facility arises, a Naming Committee of the Board shall be formed, whose mandate it will be to recommend to the board a suitable name for the school or district facility.
2. The Naming Committee will consist of:
  - Two Trustees - one will be the committee chairperson
  - Assistant Superintendent who will be responsible for the new school
  - Director of Facilities Services
  - Director of Communications and Marketing
  - One representative from each partner group
  - One student advisory representative (i.e., Table 38)
3. The Naming Committee of the Board will:
  - (a) establish a communications strategy to seek input (i.e., naming suggestions and rationale) from the public. The designed communication strategy will advise the public of the following:
    - (i) that all submissions by members of the public will be held in confidence.
    - (ii) that there is no limitation as to the number or type of suggestions that will be received by the board.
    - (iii) that submissions include a rationale or explanation for the proposed name.
    - (iv) that submissions should be sent to the attention of the secretary-treasurer.
    - (v) that submissions will be received from members of the public for a period of three months. The communications strategy will state the closing date by which submissions must be received.
    - (vi) that a decision will be made by the board within twelve months of the initiation of the communications strategy, whenever possible.
    - (vii) that the decision of the board will be made by resolution at an in-camera meeting and that a public announcement will be made at the next public meeting of the board.
  - (b) receive in confidence all submissions from members of the public and provide a summary of the submissions received, or previously received, regarding the naming and will provide such summary to the board at the next available in-camera meeting after the closing date for submissions.

- (c) within one month of the closing date for submissions, establish a draft shortlist of names to be considered and forward all details of the shortlisted submission to the board along with a summary of all of the submissions that have been received.
  - (d) following board approval of a shortlist, the committee will undertake the research it deems necessary to provide the board with further background to the shortlisted names.
  - (e) provide the board at an in-camera meeting, within six months of the closing date for submissions, the background associated with each shortlisted submission along with its recommendation and a draft press release.
  - (f) The board is not bound by the recommendation of the committee.
- 4. After receiving, at an in-camera meeting, the background associated with each shortlisted submission, the board may, in accordance with [Policy 201](#) (section 7.7 Committee of the Whole), resolve itself into a Committee of the Whole for the consideration of the Naming Committee's recommendation.
  - 5. The board will, by resolution, vote in-camera on the naming of a new school or district facility.
  - 6. If approved, the board will announce the name of the new school or district facility at its next public meeting.

## **B. Naming of Parts of Board-Owned Facilities**

The board may contemplate naming part of a board-owned facility on its own initiative or at the suggestion of a member of the public, at which point it will determine the necessity of asking for submissions of names from the public. If the board decides to seek submissions from the public, it may follow the same process as that listed for the naming of new schools or district facilities in section A of this policy.

## **C. Renaming of Schools and District Facilities**

The district will consider proposals to rename schools and district facilities, only in **exceptional circumstances**. Any decision to rename a school or district facility must follow the guiding principles set out in this policy. Written proposals to rename a school or district facility can be initiated by the school administration, staff, students, the Parent Advisory Council, district staff, and community members. The proposal to rename a school or district facility, under exceptional circumstances in this policy, must clearly outline the rationale and alignment with the guiding principles.

- 1. Proposals must be submitted to the Office of the Secretary-Treasurer.
- 2. Upon receipt of a renaming proposal, the secretary-treasurer will inform the superintendent, who will convene a meeting with the board chairperson and vice-chairperson (or alternate), to determine if the renaming proposal is deemed to qualify as an exceptional circumstance.

3. If it is determined that the renaming proposal does not qualify as an exceptional circumstance, the superintendent will inform the board at the next in-camera meeting.
  - (a) Depending on the decision of the board, the superintendent or designate will communicate with the individual or group contact who submitted the proposal regarding the process and rationale for the decision.
4. If it is determined that the proposal does qualify as an exceptional circumstance, then the superintendent will bring the proposal to the next in-camera meeting of the board for consideration of activating a Renaming Committee for further consideration.
5. If the board, by resolution, determines that a Renaming Committee will be formed, the processes set out in section A. Naming of a Schools and District Facility will be followed, with the exception (if the matter is school related) of the committee composition which will be modified with a focus on representation from the school that is being considered for renaming.
  - (a) The Renaming Committee when school related will consist of:
    - Two Trustees - one will be the committee chairperson
    - Assistant Superintendent who will be responsible for the school
    - Director of Facilities Services
    - Director of Communications and Marketing
    - One representative from each partner group with a school focus where appropriate
    - Student representative from the school

<sup>1</sup> In the Richmond School District, the term "partner groups" includes our Indigenous rights holders and all officially recognized education partner representatives for Canadian Union of Public Employees (CUPE) 716, Richmond Association of School Administrators (RASA), Richmond District Parents Association (RDPA), Richmond Management and Professional Staff (RMAPS), and the Richmond Teachers' Association (RTA). Official representatives from partner groups participate on behalf of their members in committee meetings, engagements, and other activities to provide valuable input, feedback, and advice to the district. The Richmond School District values input from partner groups and voice from all members of the school community, including students, parents/guardians, and employees. Where appropriate, the Richmond School District will provide opportunities for public engagement to ensure all individuals can provide input to the district.

## **FACILITIES**

## **Policy 701.11-R (previously Policy 901.11-R)**

### **Naming of Board-Owned Facilities or Parts of Board-Owned Facilities**

#### **A. Naming of a New Board-Owned Facility**

1. When planning funding is announced by the Provincial Government for the construction of a new Board-owned facility, a Special Committee of the Board shall be formed, in accordance with Board Policy 201 (Special Committees of the Board), whose mandate it will be to recommend to the Board a suitable name for the facility in accordance with policy.
2. This committee will consist of:
  - (a) Two Trustees - the first named will be the Committee Chairperson; and
  - (b) Staff member(s) as deemed appropriate.
3. The Special Committee of the Board will:
  - (a) place appropriate advertisements in the local and provincial print media seeking input of the public (public to include members of the community, parents, students, employees). The advertisement will advise the public of the following:
    - (i) that all submissions by members of the public will be held in confidence.
    - (ii) that there is no limitation as to the number or type of suggestions that will be received by the Board.
    - (iii) that submissions include, where possible, rationale or explanation of the proposed name.
    - (iv) that submissions should be sent to the attention of the Secretary Treasurer.
    - (v) that submissions will be received from members of the public for a period of three months. The advertisement will state the closing date by which submissions must be received.
    - (vi) that a decision will be made by the Board within twelve months of placement of this advertisement, whenever possible.
    - (vii) that the decision of the Board will be made by resolution at an in-camera meeting and that a public announcement will be made at the next public meeting of the Board.



- (b) receive in confidence all submissions from members of the public and provide a summary of the submissions received, or previously received, regarding the naming and will provide such summary to the Board at the next available in-camera meeting after the closing date for submissions.
  - (c) within one month of the closing date for submissions, establish a draft shortlist of names to be considered and forward all details of the shortlisted submission to the Board along with a summary of all of the submissions that have been received.
  - (d) following Board approval of a shortlist, the Special Committee will undertake the research it deems necessary to provide the Board with further background to the shortlisted names.
  - (e) provide the Board at an in-camera meeting, within six months of the closing date for submissions, the background associated with each shortlisted submission along with its recommendation and a draft press release.
- 4. After receiving, at an in-camera meeting, the background associated with each shortlisted submission, the Board may, in accordance with Board Policy 201 (Committee of the Whole), resolve itself into a Committee of the Whole for the consideration of the Special Committee's report.
  - 5. The Board will, by resolution, vote in-camera on the naming of Board-owned facilities.
  - 6. The Board will announce the new name of a Board-owned facility at its next public meeting.

## **B. Naming of Parts of Board-Owned Facilities**

The Board may contemplate naming part of a Board-owned facility on its own initiative or at the suggestion of a member of the public, whereupon it will determine the necessity of asking for submissions of names from the public. If the Board decides to seek submissions from the public, it may follow the same process as that listed for the Naming of a New Board-Owned Facility.

## Policy on Renaming of District Facilities

### Research Summary

*Google AI Mode was used to assist with the scanning process and resulting structural outline contained within this report. The author has reviewed and revised the output to ensure accuracy and is responsible for the final contents of this report.*

### Essential elements of effective school district renaming policies

Effective school district renaming policies and procedures throughout Canada are guided by commitments to reconciliation, decolonization, transparency, and broad partner group engagement.

The following essential elements are commonly part of present-day Canadian school board policies:

<b>Guiding Principles and Values</b>	<ol style="list-style-type: none"><li>Alignment with district Mission, Vision, and Values: School renaming must support the board's mission, vision, and values, often prioritizing human rights, anti-racism, and equity.</li><li>Truth and Reconciliation: Updated policies explicitly recognize Indigenous history, local First Nations' place names, and the reclamation of Indigenous languages.</li><li>Inclusivity and Belonging: Renaming processes must ensure that names create a welcoming and safe environment for all and reflect the diverse demographic composition of the community.</li></ol>
<b>Comprehensive Criteria for Selection</b>	<ol style="list-style-type: none"><li>Geographic and Historical Significance: Preference is often given for names that reference local landmarks, or historical events with positive community connections.</li><li>Individual Recognition (Cautions):<ul style="list-style-type: none"><li>Many school boards now avoid renaming schools after individuals entirely to ensure names "stand the test of time".</li><li>If individuals are contemplated, they must not be living, and their contributions should be extraordinary, with consideration given to historically under-represented communities.</li></ul></li><li>Prohibited Names: Policies exclude corporate names, current employees, or names associated with colonialism, racism, or catastrophic events.</li></ol>
<b>Structured Procedural Steps</b>	<ol style="list-style-type: none"><li>Initiation and Activation of the Renaming Process: Clear guidelines for what activates a renaming process such as an exceptional circumstance, school consolidation, a major change in use, or "new</li></ol>

	<p>knowledge" revealing that a current name no longer aligns with board values.</p> <p>b. Establishment of a Renaming Committee: A diverse committee led by a principal or board representative(s), including students, parents/guardians, staff, partner groups, and the broader community.</p> <p>c. Broad Public Consultation: A transparent process that includes surveys, public forums, and partner group input, etc., is activated. Policies often mandate a considerable amount of time for public input/feedback as it pertains to shortlisted names.</p>
<b>Direct Engagement with Impacted Groups</b>	<p>a. Indigenous Rightsholders: Consent from local First Nations is essential for using Indigenous names, often requiring the name to be "gifted" to the district.</p> <p>b. Addressing Harm: Effective procedures explicitly seek input from those who have experienced harm from a current school name.</p>
<b>Accountability and Implementation</b>	<p>a. Final Decision Authority: While committees provide recommendations and rationales, the Board of Education retains final approval authority through a public meeting.</p> <p>b. Post Renaming Education: Implementation plans often include a public dedication ceremony and an education plan to teach the history and significance (and correct pronunciation) of the newly selected name.</p>

### Scan of School District Renaming Policies

For the purpose of the renaming policy development process (currently Policy 701.11), a scan of provincial (i.e., New Westminster, North Vancouver, Vancouver) and national (Calgary, Toronto) school district renaming policies was conducted. The following information is provided as an overview of the 5 school districts identified.

#### 1. Commonalities Across Districts

- a. *Public Consultation*: All five districts mandate surveys, public forums, and committees.
- b. *Indigenous Reconciliation*: Each district prioritizes names that honor local Indigenous history, language, and culture.
- c. *Final Board Authority*: The elected Board of Education retains the ultimate legal authority to approve or reject any renaming proposal.

## 2. Key Differences

	North Vancouver	Vancouver	New Westminster	Calgary	Toronto
<b>Naming After People</b>	Generally avoided; strictly posthumous only.	Allowed but discouraged; must be posthumous.	Prohibited for new or renamed schools.	Primary consideration for deceased or retired individuals.	Historically common; currently under systemic review.
<b>Primary Criteria</b>	Historical, geographical, or operational characteristics.	Place-based names reflecting local heritage or geography.	Mandates a "place-based" lens; priority for Indigenous practices.	Aligns with values of being safe, inclusive, and welcoming.	Driven by a "Celebrating Diversity" framework.
<b>Renaming Activation</b>	Requires proof of "overwhelming community support."	Formal request from the school community or board motion.	Actioned by community requests or changes in district identity.	Can be triggered by a petition with at least 5,000 signatures.	Currently Paused: Halted in 2025 due to new provincial legislative oversight.

**Policy Committee**  
**Public Meeting Minutes**

**Monday, January 12, 2026 – 11:00 am**  
**Via Zoom**

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**Present:**

Chairperson	D. Tablotney
Vice Chairperson	H. Larson
Trustee Member	D. Yang
Trustee	A. Wong
Superintendent	C. Usih
President, Richmond Teachers' Association	L. Baverstock
1 <sup>st</sup> Vice President, Richmond Teachers' Association	S. Wenglowski
Vice President, Richmond Teachers' Association	F. Marsic
Vice President, Richmond Teachers' Association	S. Boljuncic
President, Richmond Association of School Administrators	N. Widdess
President, Canadian Union of Public Employees 716	S. Robinson
Chair, Richmond Management and Administrative Professionals	K. Gibson
Vice President, Richmond District Parents Association	A. Gong
Member at Large, Richmond District Parents Association	K. Ching
Executive Assistant (Recording Secretary)	J. Coronel

The Chairperson called the meeting to order at 11:00 am.

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

**1. Adopt Agenda**

The agenda was adopted as circulated.

**2. Approve Minutes**

Minutes of the meeting held November 10, 2025 were approved as circulated.

**3. Policy 501.8-R/501.8-G: Student Admission, Registration, Placement and Transfer**

The Superintendent spoke to his report as included in the agenda package.

The President of Richmond Teachers' Association (RTA) expressed appreciation for the consideration given to RTA's feedback during the policy review, noting that the RTA has raised concerns on multiple occasions regarding the size of some city centre schools. She also highlighted RTA's feedback related to precarious immigration status, indicating that this matter should be addressed during a full review of Policy 501.8-R/501.8-G.

A trustee proposed an additional change to 501.8-R for consistency in the use of terminology:

- 3.1 A student ~~who lives within the current boundaries of a school in-catchment~~, has been placed in a school or has transferred into a school will have guaranteed continuous registration in the school where he/she is currently attending. This guarantee does not apply in circumstances where a school is closed, boundaries are changed, or where a new school is opened, and the transfer of students from the closed school and/or to the new school is deemed necessary by the Board.

The committee then agreed to bring forward the following **RECOMMENDATION** to the board:

**THAT** the Chairperson of the Policy Committee bring forward a Notice of Motion to the Board of Education at the January 13, 2026, special public meeting that a recommendation for the board's consideration will be presented at the January 21, 2026 public meeting to approve revised Policy 501.8- R/501.8-G: Student Admission, Registration, Placement and Transfer.

**4. Status of Current and Anticipated Items**

A Status of Current and Anticipated Items was attached to the agenda package.

**5. Next Meeting Date – Monday, February 9, 2026 at 11:00 am.**

**6. Adjournment**

The meeting adjourned at 11:14 am.

*Respectfully Submitted,*

*Debbie Tablotney  
Chairperson, Policy Committee*