

Policy Committee
Public Meeting Minutes

Monday, April 14, 2025 – 11:00 am
Via Zoom

Present:

Chairperson	D. Tablotney*
Vice Chairperson	D. Yang
Trustee Member	A. Wong
Superintendent	C. Usih
Assistant Superintendent	C. Brautigam
Assistant Superintendent	R. Laing
President, Richmond Teachers' Association	L. Baverstock*
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
Executive Assistant (Recording Secretary)	J. Coronel

*Present for a portion of the meeting

The Vice Chairperson called the meeting to order at 11:01 am.

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. Adopt Agenda

The agenda was adopted as circulated.

2. Approve Minutes

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

3. Policy 102: Diversity and Inclusion

Assistant Superintendent Brautigam spoke to her report as included in the agenda package and thanked partner groups for their valuable feedback. The President of Richmond Teachers Association expressed appreciation for the revisions, particularly the inclusion of definitions related to diversity, equity, and inclusion. In response to a question from the President of CUPE 716, the Superintendent clarified that the communication process for informing staff of revised policies will be confirmed with the Director of Communications and Marketing.

The Committee then agreed to 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 April 23, 2025, public meeting that a recommendation for the board's consideration will be presented at the May 21, 2025, public meeting to approve revised **Policy 102: Diversity and Inclusion**.

K. Gibson joined the meeting at 11:08 am.

4. Policy 103 Bylaw: Complaints by Students, Parents and the Public

Assistant Superintendent Laing spoke to his report as included in the agenda package and thanked partner groups for their valuable feedback. He then responded to a trustee's question regarding safe and welcoming learning environment for parents and guardians.

The President of Richmond Teachers Association expressed appreciation for the work done to simplify processes and make them easier to understand. The President of CUPE 716 inquired whether Policy 103 Bylaw relates to Policy 402 on Public Interest Disclosure, specifically regarding protection against retaliation for individuals who file complaints. Assistant Superintendent Laing clarified that Policy 103 Bylaw applies to students, parents, and the public, while staff complaints are governed by collective agreements and separate processes.

In response to concerns raised by the Vice President of the Richmond District Parents Association about students' fear of retaliation, the Superintendent explained how schools work to ensure students are protected when bringing forward complaints.

The Committee then agreed to 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 April 23, 2025, public meeting that a recommendation for the board's consideration will be presented at the May 21, 2025, public meeting to approve the rewrite of **Policy 103 Bylaw**.

The Chairperson left the meeting at 11:22 am.

L. Baverstock left at 11:24 am

5. Status of Current and Anticipated Items

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

6. Next Meeting Date – Monday, May 12, 2025 at 11:00 am.

7. Adjournment

The meeting adjourned at 11:27 am.

Respectfully Submitted,

David Yang

Vice Chairperson, Policy Committee