

Finance and Legal Committee

Public Meeting Agenda

Wednesday, June 11, 2025 – 10:00 am
via Zoom

<https://sd38.zoom.us/j/65998273816>

Passcode: 6000

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

- 1. Adopt Agenda**
- 2. Approve Minutes**
Public minutes from meeting held May 14, 2025 attached.
- 3. Human Resources Update**
Report from the Executive Director, Human Resources attached.
- 4. Feeding Futures Update**
Report from the Director of Instruction, Student Services and Manager, Feeding Futures attached.
- 5. Next Meeting Date – September 2025**
- 6. Adjournment**

Finance and Legal Committee

Public Meeting Minutes

Wednesday, May 14, 2025 – 10:00 am
Via Zoom

Present:

Vice Chairperson	D. Tablotney
Trustee Member	K. Hamaguchi
Trustee Alternate	A. Wong
Superintendent	C. Usih
Secretary Treasurer	C. Wang
Assistant Secretary Treasurer	M. Fu
Executive Director, Human Resources	T. Major
President, Richmond Teachers' Association	L. Baverstock
President, Canadian Union of Public Employees 716	S. Robinson
President, Richmond District Parents Association	C. Huang
President, Richmond Association of School Administrators	N. Widdess
Representative, Richmond Management and Professional Staff	R. Corbin
Executive Assistant (Recording Secretary)	J. Coronel

Regrets:

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

The Richmond Board of Education acknowledged and thanked the First Peoples of the 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

The minutes of the public meeting held Wednesday, April 16, 2025, were approved as circulated.

3. Human Resources Update

The Executive Director, Human Resources (HR) spoke to her report as included in the agenda package.

In response to questions from the President, Richmond District Parents Association, the Executive Director, HR clarified that the district does not limit student registration, and that staffing levels are determined based on schools' needs. She also highlighted that mentoring strategies are in place to support teacher candidates in the Montessori program.

The President, Richmond Teachers' Association raised concerns about challenges resulting from varying enrolment levels at secondary schools—some experiencing growth while others face declining enrolment. She also expressed appreciation for the district's ongoing recruitment efforts, particularly those focused on mentoring teacher candidates.

4. Next Meeting Date – Wednesday, June 11, 2025 at 10:00 am

5. Adjournment

The meeting adjourned at 10:13 am.

Respectfully Submitted,

*Debbie Tablotney
Vice Chairperson, Finance and Legal Committee*

DRAFT

Report to the Finance and Legal Committee Public

Date: June 11, 2025
From: Tanya Major, Executive Director, Human Resources
Subject: **HR Update – Information Update**

The following update to the committee is for information only. No further action on the part of the committee is required at this time.

BACKGROUND

The district strategic plan's priority four focuses on a progressive workplace. Goal two within this priority emphasizes professional learning development for all staff is promoted and encouraged. Goal three identifies that employee health and well-being is valued and supported within a culture of caring. This update shares several staffing highlights for information.

EMPLOYEE WELLNESS

Since 2022, several enhancements to the extended health benefits for Teachers and Excluded Staff have resulted in increased claims. Health Practitioner visits have seen a significant increase in utilization since the benefit level was raised in 2022. The most utilized health practitioners include massage therapy, physiotherapy, psychology, chiropractic, and acupuncture. Since October 2022, this area has seen an increase of 18.4%.

The Richmond School District continues to support employee wellness in a variety of ways including the Calm App, Health and Wellness Grants, and Healthy Workplace opportunities, all of which will continue in the 2025/2026 school year.

SHARED HEALTH AND SAFETY TRAINING

Human Resources staff have worked collaboratively with the CUPE and RTA executive teams to identify Health and Safety training priorities for both CUPE and RTA staff in the 25/26 school year. Emerging from these productive discussions, partners identified a shared goal of ensuring all staff were treated with compassion when faced with workplace safety incidents. From a process and strategy perspective the group continues to be committed to developing:

- Joint team training (RTA/CUPE/Admin) sessions
- Materials for staff to draw from that reinforces the importance of reporting safety incidences
- Support in dealing with challenging safety incidents
- Learning experiences to assist managers and PVPs with supporting injured employees

CONCLUSION

Human Resources staff are working collaboratively with our union partners to both support the health and well-being of our employee groups and ensure staffing resources are effectively allocated to meet the professional learning and student support needs in complex learning environments.

Respectfully submitted,

Tanya Major,
Executive Director, Human Resources

Report to the Finance and Legal Committee Public

Date: June 11, 2025

From: Ravinder Johal, Director of Instruction – Students Services
Ian Lai, Manager – Feeding Futures

Subject: **Feeding Futures School Food Programs Fund**

This report is provided to the Committee for information purposes. No further action on behalf of the Committee is required.

INTRODUCTION

The purpose of this report is to provide an update regarding the Ministry of Education and Child Care’s Feeding Futures School Food Programs Fund, currently in Year 2 of three year confirmed funding. This fund continues to provide significant augmented support in the development of nutritional programs for students facing food insecurity.

BACKGROUND

In April 2023, the Ministry announced the establishment of the Feeding Futures School Food Programs Fund, focused specifically on expanding nutrition programs and creating new opportunities for students facing food insecurity. Richmond’s allocation is \$2.37 million per year for each of the three years.

Funding use includes, but is not limited to:

- Increasing and enhancing nutritional opportunities for students throughout the day (i.e. breakfast programs, lunch supports, snack cupboards)
- Maintaining current programs and supporting development of new programs
- Supporting long-term agreements and partnerships with non-profit organizations, local catering companies and food suppliers/distributors

The fund also allowed for the hiring of a new position of Manager, Feeding Futures, to support implementation of this fund. In addition, all schools have an allocation of funds to support existing food programs at each site, based on school population and Social Services Index data.

DISCUSSION

Consultation and communication with partner groups began in Fall, 2023, including meetings with district staff, Richmond Teacher’s Association, Richmond Association of School Administrators, students and Richmond District Parent Association, among others. Feedback was also requested from Indigenous rights holders including Musqueam First Nation and Métis Nation BC.

Information about accessing Feeding Futures funds is shared through school communication processes such as newsletters and website posts, and district-wide through the SD 38 website. A key priority in sharing and receiving information from families continues to be a focus on confidentiality and honouring the privacy of those reaching out for support.

Community fridges at each school are being utilized daily, with consistent restocking once supplies are depleted. Secondary schools are receiving a broader variety of nutritionally dense foods and proteins, with offerings tailored to suit a wider range of palates. There is a noticeable shift toward fresh items over packaged goods, with nine schools currently piloting weekly fruit deliveries.

Community partnerships continue to grow, focusing on improved service delivery. This includes piloting SPUD's weekly fruit delivery—an increase from the previous monthly schedule—to ensure fridges remain fully stocked. Novex has also been brought on to deliver breakfasts and lunches to schools four days a week. This provides the program manager with an ability to focus on overall district coordination, as well as opportunities to review and improve processes to ensure appropriate student nutrition supports are in place.

In collaboration with Facilities, efforts are underway to execute deliverables under the Food Infrastructure Program (FIP). This involves visiting schools to assess and enhance infrastructure and equipment, improving food service capacity in elementary and secondary schools. These improvements provide enhanced support to school staff who dedicate time to participate in and run food programs, helping ensure their continued success and sustainability.

CONCLUSION

Informed by data and through collaboration with community partners, the district continues to take a multi-faceted approach to develop student nutrition supports. The Feeding Futures School Food Programs Fund allows the district to provide significantly enhanced nutrition support and services to students across the district. This also provides support aligned with Goal 1 of the Board's Strategic Plan Priority 2, Equity and Inclusion, to support equitable and inclusive learning environments for all learners.

Respectfully Submitted:

*Ravinder Johal
Director of Instruction – Student Services*

*Ian Lai
Manager – Feeding Futures*