1. Recognition of Visitors, Announcements and Updates from Trustees
   (a) Recognition of Visitors
   (b) Announcements
   (c) Updates from Trustees
   (d) Any materials not included in packages available to the public

2. Adoption of Agenda

3. Presentations, Special Recognitions, Briefs and Questions from the Public
   (a) Presentations
      Nil.
   (b) Special Recognitions
      Nil.
   (c) Briefs
      Nil.
   (d) Questions from the Public
      Members of the public are invited to come forward with questions regarding agenda items.
4. **Executive**

Superintendent's Report – Social Emotional Learning & Mental Health Initiatives

**Communications Break**

5. **Approval of Minutes**

   (a) Regular meeting of the Board held Wednesday, November 22, 2017 for approval.
   (b) Record of an in-camera meeting of the Board held Wednesday, November 22, 2017 attached for information.

6. **Business Arising**

Nil.

7. **New Business**

   (a) MLA/Board/Stakeholder Meeting

       Discussion item.

8. **Questions from the Public: Tonight’s Agenda**

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

9. **Standing Committee Reports**

   (a) Education Committee

       *Chair: Ken Hamaguchi*
       *Vice Chair: Jonathan Ho*

       (i) For information: Minutes of meeting held November 27, 2017 attached.

       The next meeting is scheduled for Monday, January 29, 2018 at 7pm in the library at Steveston-London secondary school.

   (b) Personnel & Finance Committee

       *Chair: Eric Yung*
       *Vice Chair: Sandra Nixon*

       The next meeting is scheduled for Monday, December 20, 2017 at 10am at the school district offices.

   (c) Policy Committee

       *Chair: Sandra Nixon*
       *Vice Chair: Donna Sargent*

       (i) For information: Minutes of meeting held November 20, 2017 attached.

       The meeting scheduled for Monday, December 11, 2017 has been cancelled. The next meeting is scheduled for Monday, January 15, 2018 at 10:30am at the school district offices.
(d) Audit Committee
   Chair: Jonathan Ho
   Vice Chair: Alice Wong

   The next meeting date has yet to be scheduled.

10. **Correspondence**

   See correspondence agenda.

11. **Board Committee and Representative Reports**

   (a) Council/Board Liaison Committee

   Minutes from meeting held November 8, 2017 attached. The next meeting is scheduled for Wednesday, January 17, 2018. Please provide agenda items to the Office of the Secretary Treasurer by Wednesday, January 3, 2018. In 2018 the City of Richmond will chair these meetings.

12. **Adjournment**

   Up-Coming Board meetings have been scheduled for:

   - Wednesday, January 10 and January 24, 2018
   - Wednesday, February 14 and February 28, 2018
   - Wednesday, March 14, 2018
   - Wednesday, April 11 and April 25, 2018
   - Wednesday, May 9 and May 23, 2018
   - Wednesday, June 13 and June 27, 2018
   - Wednesday, July 11, 2018 (TENTATIVE)
CORRESPONDENCE AGENDA

Board of Education
School District No. 38 (Richmond),
7811 Granville Avenue, Richmond, BC

WEDNESDAY, DECEMBER 13, 2017 – 7pm

Telephone 604 668 6000
Fax Secretary Treasurer at 604 233 0151
Fax Superintendent of Schools at 604 233 0150

FOR ACTION:
(a) Nil.

FOR INFORMATION:
(b) Letter dated November 29, 2017 from Mayor Brodie to the Minister of Municipal Affairs and Housing regarding Amendment to Local election campaign financing legislation attached.

Contact Persons regarding agenda items:
Superintendent of Schools/
Interim Secretary Treasurer, Ms. Sherry Elwood – 604 668 6081
Assistant Superintendent, Ms. Wendy Lim – 604 668 6087
Assistant Superintendent, Ms. Lynn Archer – 604 668 6087
Assistant Superintendent, Ms. Kathyrn D’Angelo – 604 668 6087

• Please address any item for an upcoming Agenda to the Chairperson, Board of Education (Richmond) at 7811 Granville Avenue, Richmond, BC V6Y 3E3.
• Items are to include your name and address.
• Items received at the office of the Secretary Treasurer by 9am the Thursday preceding a meeting of the Board will be included on the Agenda.
• Items arriving after the 9am. Agenda deadline will be reserved for the next meeting of the Board.
• For further assistance, please contact the office of the Secretary Treasurer at 604-668-6012.
The Richmond Board of Education acknowledged and thanked the First Peoples of the hən̓ q̓ əmin̓ əm̓ (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

The Chairperson called the meeting to order at 7:05pm.

1. Recognition of Visitors, Announcements and Updates from Trustees

(a) Recognition of Visitors

The Chairperson welcomed the gallery to the meeting.

(b) Announcements

Trustee Wong – International Volunteer Day is celebrated each year on December 5 and is officially recognized by the United Nations as a day on which volunteers around the world are recognized and celebrated for their contributions and dedication. The Board thanks the many people who volunteer their time in the Richmond School District.

Trustee Ho – November is Adoption Awareness Month, and British Columbia is making history as the first province in Canada to design and launch an online tool that will streamline the adoption process for waiting families and help ensure kids find the loving homes that they deserve, sooner. Over the past 10 years, an annual average of approximately 270 children have been adopted in British Columbia, but there are still approximately 1,000 children and youth in government care who are waiting for a forever home. ‘Adopt BC Kids’ provides a personalized and user-friendly platform for adoptive families to view their application process, track what documents have been received and better understand next steps. Anyone interested in becoming an adoptive parent can begin their journey online at: www.gov.bc.ca/adoptbckids.

Trustee Hamaguchi – National Addictions Awareness Week (NAAW) is recognized nationally in the third week of November. In Richmond we distinguish the entire month of November as Addiction Awareness Month.
Trustee Nixon – The next meeting of the Board is scheduled for Wednesday, December 13. This will be the Board’s annual organizational meeting and is the last regularly scheduled meeting of this calendar year.

(c) Updates from Trustees

Trustees updated on their attendance at various school and community events.

(d) The Secretary Treasurer advised that additional materials had been made available to the public.

2. Adoption of Agenda

220/2017 MOVED BY J. HO AND SECONDED BY A. WONG:

THAT the Wednesday, November 22, 2017 regular agenda of the Board of Education (Richmond) be adopted as amended.

Add: Under 10(b) Two letters regarding Foundation Skills Assessment

CARRIED

3. Presentations, Special Recognitions, Briefs and Questions from the Public

(a) Presentations

Assistant Superintendent Lim, Kathy Pantaleo, Principal, Kidd elementary school and Kishoore Ramanathan, student representative and members of the Policy 100 Re-Visioning Task Force, presented on the proposed new Vision, Mission, Values Statements for the Richmond School District.

(b) Special Recognitions

Nil.

(c) Briefs

Nil.

(d) Questions from the Public

Nil.

4. Executive

Superintendent’s Report - Assistant Superintendent Archer presented on Assessment and Reporting.

5. Approval of Minutes

(a) Public meeting of the Board held Wednesday, November 8, 2017 for approval.

221/2017 MOVED BY D. SARGENT AND SECONDED BY S. NIXON:

THAT the Board of Education (Richmond) approve the Wednesday, November 8, 2017 regular minutes of the Board of Education (Richmond) as circulated.

CARRIED
6. **Business Arising**

(a) **Junior Board Meeting Date - 2018**

Assistant Superintendent Lim spoke to her memorandum as included with the agenda package noting the date of Monday, February 26, 2018 for this annual event. A Trustee had a question on the theme of Activating Student Voice and the dialogue strategy for next year’s event.

(b) **2017/2018 Transfer Process/Catchment/Enrolment Update**

The Superintendent of Schools spoke to her memorandum as included with the agenda package. She noted this year’s adjustment to transfer process timelines to operationalize the organizational changes needed to restore the RTA Collective Agreement language regarding class size and composition and to ensure compliance with Supreme Court of Canada expectations, the need to review school catchment areas at some elementary schools, and in the longer term, a review of catchment and program placements at secondary schools. She advised that the district will be well served by a long range facility plan that will give direction as the district works to remain in compliance with the Supreme Court expectations, to make short and long term decisions regarding enrolment, capacity and equitable access to programs, the processes of central registration, transfer request placement, space utilization and future capacity needs.

7. **New Business**

Nil.

8. **Questions from the Public: Tonight’s Agenda**

Nil.

9. **Standing Committee Reports**

(a) **Education Committee**

Chair: Ken Hamaguchi  
Vice Chair: Jonathan Ho

The next meeting is scheduled for Monday, November 27, 2017 at 7pm at the NLC at Brighouse elementary school.

(b) **Personnel & Finance Committee**

Chair: Eric Yung  
Vice Chair: Sandra Nixon

The November 15, 2017 meeting was cancelled and has been re-scheduled for Wednesday, December 20, 2017 at 10am at the school district offices.
(c) Policy Committee  
Chair: Sandra Nixon  
Vice Chair: Donna Sargent

(i) A memorandum from Trustee Nixon was included with the agenda package related to proposed changes to Policy 100: Statement of Philosophy (to be re-named Vision, Mission, Values). Trustees had comments and questions on the consultation period and translating the documents to be circulated.

222/2017 MOVED BY S. NIXON AND SECONDED BY D. SARGENT:

THAT the Board of Education (Richmond) receive for information proposed revisions to Policy 100: Statement of Philosophy, [to be renamed Policy 100 and Policy 100-R(egulation): Vision, Mission, Values];

AND FURTHER THAT the proposed revisions be distributed to stakeholders for information and comments with an expected response to the Board by Tuesday, January 30, 2018.

CARRIED

(ii) For information: Minutes of meeting held October 16, 2017 were included with the agenda package.

(iii) Policy status document to October 31, 2017 was included with the agenda package.

(d) Audit Committee  
Chair: Jonathan Ho  
Vice Chair: Alice Wong

The next meeting has yet to be scheduled.

10. Correspondence

FOR ACTION:

(a) Nil.

FOR INFORMATION:

(b) A letter dated October 3, 2017 from the President, BCSTA to the Minister of Education regarding Foundation Skills Assessment was distributed.

The Board’s November 20, 2017 letter to the Minister of Education regarding Foundation Skills Assessment was also distributed.

The Chairperson advised on a recent suggestion to send a common and joint message from district stakeholder groups that would share with our community the challenges and successes as our district works to comply with the Supreme Court of Canada decision on class size and composition in the support of our students.

There was consensus to send this joint letter from the Board and all its stakeholder groups and to request stakeholders to share broadly this message.
11. **Board Committee and Representative Reports**

   (a) **BCSTA Provincial Council**

   A synopsis of the October 27-28, 2017 Provincial Council meeting and the disposition of motions were included with the agenda package.

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

   The next meeting is scheduled for Wednesday, January 17, 2018. In 2018 the City of Richmond will chair these meetings.

12. **Adjournment**

   The next meeting of the Board has been scheduled for Wednesday, December 13, 2017. This will be the annual organizational meeting.

   223/2017 MOVED BY A. WONG AND SECONDED BY E. YUNG:

   **THAT** the regular meeting of Wednesday, November 22, 2017 of the Board of Education (Richmond) be adjourned at 8:52pm.

   CARRIED

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D. TABLOTNEY  
CHAIRPERSON

S. ELWOOD, SUPERINTENDENT/  
INTRIM SECRETARY TREASURER
Memorandum

To: Board of Education School District No. 38 (Richmond)
From: S. Elwood, Superintendent/Interim Secretary Treasurer
Date: December 4, 2017
Subject: Record of an In-Camera Board Meeting held November 22, 2017

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 November 22, 2017.

(a) Briefs and Presentations: Nil.
(b) Business Arising out of Minutes: Personnel and administrative items were discussed.
(c) New Business: Nil.
(d) Executive: Nil.
(e) Standing Committee Reports: Nil.
(f) Board Committee and Rep. 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.
MINUTES OF PUBLIC MEETING OF
EDUCATION COMMITTEE

Board of Education
School District No. 38 (Richmond),
Brighouse Elementary School, Neighbourhood Learning Centre
MONDAY, NOVEMBER 27, 2017 – 7:00pm

Present: Ken Hamaguchi, Chair, Education Committee
Jonathan Ho, Vice Chair, Education Committee
Sandra Nixon, Vice Chair, Board of Education
Eric Yung, Trustee, Board of Education
Wendy Lim, Assistant Superintendent
Donna Dunn, RTA Pro-D Officer, RTA
Dave Miller, Richmond Secondary, RTA
Carol-Lyn Sakata, Principal, Steveston-London Sec., RASA
Emmanuel Adjei-Achampong, Principal, Brighouse Elementary, RASA
Joanne Rooney, Principal, Wowk Elementary, RASA
Jose Pelayo, Project Manager, Works Yard, RMAPS
Lisa Urata, Acting Executive Assistant (Recording Secretary)

Guests: Marie Thom, Early Learning Teacher Consultant
Liz Taylor, District Administrator, Learning Services

The Chair called the meeting to order at 7:03 pm.

1. INTRODUCTIONS
Introductions were made around the table.

2. ADOPT AGENDA
The agenda was adopted as presented.

3. APPROVE MINUTES
The minutes of the meeting held October 23, 2017 were approved as circulated electronically.

4. BUSINESS ARISING OUT OF MINUTES
Nil.

5. NEW BUSINESS
Nil.

6. SUB-COMMITTEE REPORTS
   (a) ELL Consortium (Metro Boards)
   (a) Richmond Sister City Advisory Committee (City Committee)
   (a) Aboriginal Education Enhancement Agreement Advisory Committee
Nil.

7. QUESTIONS FROM THE PUBLIC - TONIGHT'S AGENDA
Nil.

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8. PRESENTATIONS

#1 Early Learning Programs and StrongStart
- Overview of Early Learning Programs and StrongStart by speakers Marie Thom, Early Learning Teacher Consultant and Liz Taylor, District Administrator, Learning Services.
- StrongStart is an initiative for children to ages 0-5, but particularly geared towards 2-4 year olds. It provides school-based early learning services for families or caregivers and their pre-school children, at no cost to families.
- The program is designed to provide children with high quality learning environments and benefit from social interaction while the adults who accompany them learn new ways to support learning both at the program and at home.
- There are 5 StrongStart Centres - Errington, Grauer, Mitchell, Thompson and Woodward. Cook Early Learning Centre is a portable at Cook Elementary.
- Grauer StrongStart has been transformed into an incredible facility. Teachers tour this school to see the amazing transformation.
- Baby program recently launched at Grauer, targets groups of mothers of infants age 0-12 months. Started off with 5 moms, we are at 20 moms in 6 weeks’ time.
- Parents overwhelmingly impressed by Richmond schools.
- Up to 20 families are accepted at each centre on a first come, first serve basis.
- Partnership with Touchstone.
- The various programs offered through Early Learning are:
  - Baby program Wednesday morning at Grauer.
  - IPALS program (Immigrant Parents Literacy Support) runs 8 Fridays January to March. It is designed for families who are permanent residents or new to Canada, children ages 3 & 4.
  - Changing Results for Young Children.
  - Together Time.
  - Afternoon program at Cook.
  - Ready Set Learn targeted for preschoolers, invites families to see what our schools are all about, to feel welcomed and participate in a concert and activities. Over 100 families attend the events, very fun and popular.
  - The second piece of Ready Set Learn is to provide ways to support your child and their learning. Literacy is a huge piece.

#2 Collaboration Time
- October 11, 2017 Board of Education Recommendation requested staff to explore expanding collaboration time to include elementary schools. In addition, Staff was invited to present an update at the November Education Committee meeting.
- District Collaboration Time Working group has been formed comprised of Stakeholder Reps from RTA, RASA and CUPE. They will meet twice in January and twice in February and will continue to meet in the Spring as needed. The focus of the Working Group is to explore/research possible models for district-wide elementary and secondary collaboration time. Once potential models are identified, they will invite additional stakeholder groups to participate. Inviting student and parent voice will enhance this process.
- It is critical to understand the pro’s and con’s of Collaboration Time.
- After the first 4 meetings, the Collaboration Time Working Group will report back to the Education Committee at the March meeting.

#3 International Baccalaureate Program at Richmond Secondary
- Dave Miller presented an update about the IB Program at the September 25th Education Committee Meeting. Dave requested an opportunity to share the update at an upcoming Board Meeting.
- Trustees agreed to add this to the In-Camera agenda.
9. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- SWIS Cultural Interpreters

10. NEXT MEETING DATES

<table>
<thead>
<tr>
<th>DATE</th>
<th>LOCATION</th>
<th>TIME</th>
<th>FOCUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 29</td>
<td>Steveston-London Secondary Library</td>
<td>7:00-8:15 pm</td>
<td>To be confirmed</td>
</tr>
<tr>
<td>March 12</td>
<td>Steveston-London Secondary Library</td>
<td>7:00-8:15 pm</td>
<td>Best Practices - Secondary</td>
</tr>
<tr>
<td>(2nd Monday of March because February 26 is Jr Board Meeting as kickoff to Education Week and March 19-29 is Spring Break)</td>
<td></td>
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<tr>
<td>April 23</td>
<td>Steveston-London Secondary Library</td>
<td>7:00-8:15 pm</td>
<td>Best Practices - Elementary</td>
</tr>
<tr>
<td>May 28</td>
<td>Steveston-London Secondary Library</td>
<td>6:30-8:00 pm</td>
<td>June Chiba, AEEA, Ed Week Update</td>
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</tbody>
</table>

11. ADJOURNMENT

The meeting adjourned at 8:33 pm.

Respectfully Submitted,

Ken Hamaguchi, Chairperson
Education Committee
School District No. 38 (Richmond)  
7811 Granville Avenue, Richmond, BC V6Y 3E3

MINUTES OF PUBLIC MEETING OF POLICY COMMITTEE

Date: Monday, November 20, 2017 at 10:30am  
Board Room, Main Floor, Administration Building

Present:  
Sandra Nixon, Chairperson  
Donna Sargent, Vice Chairperson  
Alice Wong, Trustee  
Debbie Tablotney, Member *  
Sherry Elwood, Superintendent of School **  
Liz Baverstock, President, RTA  
Donna Dunn, RTA Executive Member  
Dionne McFie, President, RDPA  
Colleen Howu, Parent ***  
Gail Hackenbruch, Executive Assistant (Recording Secretary)  
Wanda Plante, Executive Assistant

* Joined the meeting in progress at 10:41am.  
** Joined the meeting in progress at 10:48am  
*** Joined the meeting at 10:42am.

The Chair called the meeting to order at 10:40am.

1. **INTRODUCTIONS**  
Introductions were made around the table.

2. **ADOPT AGENDA**  
The agenda was adopted as presented.

3. **APPROVE MINUTES**  
The minutes of the meeting held October 16, 2017 were approved as circulated.

5. **POLICY 100: STATEMENT OF PHILOSOPHY**  
Minutes of meetings held October 18 and November 1, 2017 were included with the agenda package for information. The Chair advised that the Board would be requested to place the proposed revisions to Policy 100 into the stakeholder review process on November 22, 2017. Attendees had comments and questions on: the contest for the development of artwork to accompany the new vision, mission, values statements, providing a mat frame with the vision, mission values statements on the frame and having each school design their own filler, the design process and anticipated timeline for the call out for the development of artwork and the potential for being overwhelmed with art submissions. Discussion ensued.  

The Superintendent entered at 10:48am during the above discussion.

4. **POLICY 707 AND 707-R: POST DISASTER PROCEDURES**  
Policy 707 and 707-R(regulation): Post Disaster Procedures were included with the agenda package. The Superintendent spoke to this item noting that a review will be required to ensure that we are guided by best practice, process and protocols. The Superintendent referenced Ministry of Education expectation that districts review their emergency preparedness policies and noted the staff meetings that had been held to discuss modernizing our policy for the handling of emergencies.
The Superintendent advised that this would require patience from ensuring we have equity based level of supplies at schools and district facilities, ongoing staff training, having conversations with partners on expectations of the school district and budget implications. Attendees had comments and questions on: having a conversation on providing supplies as part of this year’s budget planning discussions, the Ministry of Education’s current plan for emergency preparedness and potential future consideration to levelling the field provincially by providing a budget for such supplies, having both a short and long term disaster preparedness plan, coordinating with the City and other community partners on their expectations in the case of a natural disaster and having an emergency preparedness district working group. The Superintendent indicated that she anticipates having such a district working group by spring 2018.

**ACTION:** The Recording Secretary to add the topic of emergency preparedness to the Council/Board Liaison Committee’s agenda in the spring 2018 for a discussion on the district’s role and the City’s expectations of the school district.

6. **POLICY REVIEW STATUS [standing item]**
The Policy Status to October 31, 2017 was included with the agenda package.

7. **POSSIBLE AGENDA ITEMS FOR NEXT MEETING**
A Parent had a question on the SOGI policy development timeline and the reflection of parental responsibilities in the proposed new Vision, Mission, Values. The Chairperson advised that the other policies in section 100 (101 Goals and Objectives, 102: Diversity and Inclusion, 103: Collaboration and Community, 103-R(A): Foundations for Learning, 103- G: Foundations for Learning) are being retained to complement and provide foundational details to the proposed Vision, Mission, Values Statements.

8. **NEXT MEETING DATES**
It was agreed to cancel the meeting scheduled for Monday, December 11, 2017.

Meetings are now scheduled as follows: Monday, January 15, Monday, February 19, Monday, March 12, Monday, April 16, Monday, May 14 and Monday, June 18, 2018.

9. **ADJOURNMENT**
The meeting adjourned at 11:23am.

Respectfully Submitted,

Sandra Nixon, Chairperson
Policy Committee
November 29, 2017

The Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Ministry of Municipal Affairs and Housing
PO Box 9056 Stn Prov Gvt
Victoria, BC V8W 9E2

Dear Minister Robinson:

Re: Amendments to Local Election Campaign Financing Legislation

Richmond City Council considered the proposed amendments to the Local Elections Campaign
Financing Act, 2017 at the Regular Council meeting held on November 27, 2017. Council had a robust
discussion regarding Bill 15 and note that there are many aspects of this legislation to consider and
clarify. Our council noted:

For fundraising events:
  □ There should be a distinction between a donation and the costs incurred for a fundraising event so
that a donation is only that portion of a payment which exceeds the costs incurred to host the
fundraiser – i.e., a donation is the amount received net of expenses; and
  □ Clarification is needed as to the treatment of funds raised through fundraisers within an event
such as raffles, draws, auctions and so forth.

For eligible individuals:
  □ Clarification is needed as to how and by whom the determination is made as to who qualifies as
an eligible individual for the purpose of making a campaign donation.

For treatment of independent versus slate candidates:
  □ Clarify the rules and remedy the unfairness or disparity in the proposed limitations on fundraising
and expenses for a slate of candidates versus an independent candidate; and
  □ Remedy the unfairness in the rules on disposition of surplus funds following an election for an
independent candidate versus the rules on disposition for an Elector Organization.

For retroactivity:
  □ Provide clarification of the retroactivity under the new rules under Bill 15.

For tax deductions:
  □ Tax deductions for donations to municipal campaigns should be provided, similar to campaign
donations for Provincial and Federal elections. Why would there be a difference in this regard
between the municipal and other levels of levels of government?
Local election campaign financing regulations have gone through significant changes since the last civic election cycle and the proposed further changes will surely affect political candidates, elector organizations, third-party advertisers and any other participants in the civic political election process.

Richmond City Council looks forward to receiving additional information and clarification. I would be pleased to discuss this matter with you by telephone at your convenience at 604-276-4123. Alternatively, the staff contact is David Weber, Director, City Clerk’s Office and he may be reached at 604-276-4098.

Yours truly,

[Signature]

Malcolm D. Brodie
Mayor

cc: Teresa Wat, MLA, Richmond North Centre
    John Yap, MLA, Richmond-Steveston
    Linda Reid, MLA, Richmond South Centre
    Jas Johal, MLA, Richmond-Queensborough
    Keith Archer, Chief Electoral Officer, Elections BC
    Director Wendy Booth, President, Union of British Columbia Municipalities
    Trustee Debbie Tablotney, Chairperson, Richmond Board of Education
The Richmond Board of Education acknowledges and thanks the First Peoples of the hən̓q̓əmin̓əm̓ (hun-ki-meen-um) language group on whose traditional and unceded territories we teach, learn and live.

The Chair called the meeting to order at 9:00 am and introductions of attendees occurred.

1. **ADOPTION OF AGENDA**

   It was moved and seconded

   *That the Council/Board Liaison Committee agenda for the meeting of Wednesday, November 8, 2017 be adopted as amended.*

   Add Item 4.4 Remembrance Day

   Add Item 4.5 Richmond Canada 150 Update
2. **MINUTES**
   It was moved and seconded
   *That the minutes of the meeting of the Council/Board Liaison Committee held on Wednesday, September 20, 2017 be approved as amended under Item 3.1 Traffic Safety Advisory Committee, Paragraph 4.*
   CARRIED

3. **STANDING ITEMS**

   3.1 **Traffic Safety Advisory Committee**
   Minutes from the October 5, 2017, Traffic Safety Advisory Committee were included for information.

   The results of a traffic study determined that an upgrade to a special crosswalk was not warranted at Railway Avenue at the raised pedestrian crosswalk connecting the multiuse pathway to the sidewalk adjacent Homma elementary. However in an effort to improve traffic safety, the no stopping zone on the north side of Railway Avenue was extended.

   Several school related traffic safety concerns at General Currie, Talmey, Blair, Garden City and Woodward Elementary will be reviewed by the City of Richmond’s Transportation Department.

   The Richmond District Parents’ Association will review and consider restarting the Traffic Safety Awareness Week program.

   City Bylaw officers will continue to maintain a visible presence in all Richmond schools as a reminder to parents, students and school staff the importance of traffic safety.

   There will be an opportunity to review and improve school related traffic planning over the next 5 years as a result of 20 schools in Richmond which have been identified for seismic upgrades.

   The City’s Traffic Operations Section are reviewing and will follow up on the status of a traffic safety concern at London Secondary School regarding vehicles turning left out of the driveway that serves the school.

   Discussion ensued regarding the Travel Smart pilot program and the merits of presenting it at a future board meeting.

4. **BUSINESS ARISING & NEW BUSINESS**

   4.1 **Cannabis Legislation**
   The General Manager, Community Safety spoke on the UBCM discussions regarding Provincial Regulations of Non-Medical Cannabis and noted that the federal government’s intent to pass legislation to regulate cannabis by July 1, 2018. Correspondence from the City of Richmond to the Prime Minister and the
Minister of Public Safety and Solicitor General regarding the City of Richmond’s opposition of the legalization of non-medical cannabis were distributed.

Discussion took place regarding the complicated far reaching implications, short timelines on the consultation of local governments and the public, the importance of focusing on regulations around the future legalization, site zoning, consumption of edible products which are not included under the proposed regulations and the primary concerns of the health and welfare of students and the ongoing safety of school environments.

The Superintendent spoke to the huge commitment and responsibility to our community and is confident of a continued working partnership with the City of Richmond to implement next steps once the provincial landscape is shaped.

Trustees will be meeting with Mayor Brodie and Councillors on Wednesday, November 22, 2017, to discuss this item and other pressing issues.

Trustee Nixon joined the meeting at 9:32 am
The General Manager, Community Safety, CoR departed the meeting at 9:33 am

4.2 2018 ERASE Bullying Campaign
Councillor McPhail briefed attendees of the 2018 campaign leading up to the anti-bullying week and Pink Shirt Day in February 2018. Continued collaboration between and the school district and city staff for the February 1 promo launch of this nationwide awareness campaign was noted.

4.3 Childcare Services Advocacy
Results from a recently adopted 2017-2022 Richmond Child Care Needs Assessment and Strategy 2017 report was shared with attendees.

- a 46% increase in the supply of licensed child care spaces being provided by private businesses and not-for-profit agencies
- the opening of three new City-owned child care facilities
- the successful securement of an Early Childcare Development Hub and five more City-owned child care facilities (currently in development)
- an interactive City map to allow parents to search on line for licensed childcare programs

Discussion on continued district and city challenges regarding seismic upgrades, classroom sizing, right-sizing schools, before and after school daycares took place.

Attendees were updated on the relocation of daycares by the Director, Maintenance and Operations.

**ACTION:** Provide an update at the next agenda.

4.4 Remembrance Day
Attendees were reminded that the City of Richmond’s Remembrance Day ceremony begins at 10:40 am.
4.5 Richmond Canada 150
Although school district events are completed for this campaign, the Richmond steering committee continue to gather feedback regarding this successful celebration.
Trustee Sargent expressed her appreciation with the inclusion of the school district.

5. NEXT MEETING
The next meeting is scheduled for Wednesday, January 17, 2018, at 9:00 am and will be hosted by the City of Richmond. Attendees will be advised of the meeting room location.

6. ADJOURNMENT
It was moved and seconded
That the meeting adjourn at 10:07 am.
CARRIED