



**PACIFIC RIM SCHOOL DISTRICT  
PUBLIC BOARD MEETING MINUTES  
October 22, 2024, 5:00 p.m.  
Ucluelet Elementary School, Ucluelet**

Pam Craig - Board Chair  
Cherilyn Bray - Vice Chair  
Janis Joseph – Trustee (via Teams)  
Cynthia Orr - Trustee  
Larry Ransom – Trustee (via Teams)  
Chris Washington - Trustee  
Helen Zanette – Trustee (via Teams)  
Tim Davie - Superintendent  
Barbara Ross - Secretary Treasurer  
Alex Taylor – Acting Director of Operations  
Paula Mason - Manager of Corporate Services  
Cameron Fraser - Principal, Ucluelet Elementary School  
Carly Green – Vice Principal, Ucluelet Elementary School  
Nadine White - CUPE President (via Teams)  
Ryan Dvorak – ADTU President  
Marc Garand – Teacher, Ucluelet Elementary School

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**1. Call to Order/Land Acknowledgement**

**2. Approval of Agenda**

**Moved by:** Trustee Bray  
**Seconded by:** Trustee Orr

THAT the Board of Education approve the October 22, 2024 Public Board Meeting agenda as presented.

**Carried**

**3. Conflict of Interest Declaration**

There were no conflicts declared.

**4. Adoption of Minutes**

**5. Announcements of the Chair**

**6. Good News from the Schools**

### **6.1 Ucluelet Elementary School (10 minutes)**

Principal Fraser provided an overview of how the school startup went for the school, from the perspective of staff, parents and students, highlighting the school's goal to bring the community together with events. He noted the Coyote Mentoring Method, which is used to naturally spark curiosity for learners, without them realizing they're being taught.

## **7. Trustee Statements**

Trustee Craig noted the following items:

- the Pep Rally at Alberni District Secondary School, introducing the new team name "Storm" / "Wiiqsii",
- thanks to the VISTA Planning Committee for their work and special thanks to Paula, Carla, & Hannah,
- the amount of work in schools to honour National Day for Truth and Reconciliation, with specific mention of the Legacy of Hope exhibit held at Ucluelet Secondary School, and
- the King Charles III Coronation Medal as presented by MP Gord Johns to honour elder Grace George at Wickaninnish Community School

## **8. Petitions/ Delegations/ Presentations**

## **9. Staff Reports**

### **9.1 Board Election (10 minutes)**

**Moved by:** Trustee Washington

**Seconded by:** Trustee Orr

THAT the Board of Education direct staff through the Superintendent, to hold an election for the positions of Chair and/or Vice Chair at the Annual Public Board Meeting on November 26, 2024.

**Carried**

### **9.2 2024/25 - 2026/27 Multi Year Financial Plan (5 minutes)**

Secretary Treasurer Ross presented the new Multi-Year Financial Plan to the Board.

### **9.3 2024/25 Amended Annual Budget Update (10 minutes)**

Secretary Treasurer Ross explained how the 1701 actual count came in lower than projections for September and how we'll be working to balance the budget without drawing on the surplus by December.

**9.4 West Coast Busing Update (verbal) (5 minutes)**

Acting Director Alex Taylor provided an update on the West Coast transportation services, noting that an RFP will be issued in January 2025. Secretary Treasurer Ross commented that value, safety and efficiencies will be brought to a much higher level.

**10. Policy Development**

**10.1 Policies to be sent for 30-day Public Consultation**

**Moved by:** Trustee Zanette

**Seconded by:** Trustee Washington

THAT the Board of Education direct staff through the Superintendent, to publish the following draft policies for a 30-day public consultation period:

**Carried**

10.1.a XXX: Employee Files (P)

10.1.b XXX: Employee Long Service and Retirement Recognition (P)

10.1.c 410: Criminal Record Review (P)

10.1.d 131: District Parent Advisory Council (P)

10.1.e 132: Parent Advisory Council (P)

10.1.f 133: Trustee/Teacher Liaison Committee (P)

10.1.g XXX: Vacations/Banked Overtime (P)

**10.2 Policies for Adoption**

**11. Notice of Motion**

**12. Correspondence - Action Required**

**12.1 2024-10-07 Letter re: Crosswalk Signs**

Trustee Washington noted that she would bring this to the City of Port Alberni via the Traffic Advisory Committee.

**Moved by:** Trustee Bray

**Seconded by:** Trustee Washington

THAT the Board of Education direct staff through the Superintendent, to follow up with the Principal, City Staff, etc., and request them to bring a recommendation back to the Board for consideration and next step recommendations.

Carried

**13. Correspondence - For Information**

**13.1 2024-10-15 City of Port Alberni Council Summary**

It was noted that the location of the Pacific Rim School District's graduation ceremonies is the decision of the school district, not something that's decided municipally. Superintendent Davie will bring the topic of the Youth Parliament to Director Messenger to look into further re: student voice.

**14. External Board Committees**

**14.1 Beaver Creek/River Road Roundabout**

Although the information is just in the rumour stage, the concern is the potential disruption of traffic for the Tsuma-as Elementary School.

**Moved by:** Trustee Washington

**Seconded by:** Trustee Ransom

THAT the Board of Education direct staff through the Superintendent to contact the relevant organizations for an update on whether a roundabout is being considered for Beaver Creek/River Road, and report back to the Board.

Carried

**14.2 2024-08-19 Indigenous Education Committee Report**

**14.3 2024-06-18 ACRD Agricultural Development Committee Meeting Minutes**

**14.4 2024-04-04 ACRD Solid Waste Management Plan Committee Report**

Trustee Zanette noted the survey posted on ACRD's "Let's Connect" with open House dates listed.

**14.5 2024-10-02 Alberni Valley Museum and Heritage Commission Meeting Minutes**

**14.6 2024-09-09 Port Alberni Air Quality Council Update**

**15. Internal District Committees**

**16. Audience Question Period**

ADTU President Ryan Dvorak asked if the decline in FTE is related to budgeted numbers versus actual numbers? Secretary Treasurer Ross answered the decrease is from projected enrollment.

**17. Next Meeting**

**18. Adjournment**

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Board Chair

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Secretary Treasurer