



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING MINUTES
April 22, 2025, 5:00 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Cynthia Orr – Vice Chair (via Teams)
Cherilyn Bray - Trustee
Janis Joseph - Trustee
Larry Ransom - Trustee
Chris Washington - Trustee
Helen Zanette - Trustee
Peter Klaver - Superintendent
Barbara Ross - Secretary Treasurer
James Messenger – Assistant Superintendent
Jaime Hansen - Director of Instruction, Indigenous Education
Marc Fryer - Director of Instruction, International Education and Newcomers
Rob Souther, Principal École Alberni Elementary School
Pam Chandler, Vice Principal École Alberni Elementary School
Ryan Dvorak - ADTU President
Wendy Arnett – ADTU Vice President
Nadine White - CUPE President (via Teams)
Hannah Fletcher - Executive Assistant HR

1. Call to Order/Land Acknowledgement

The Chair acknowledged that we work and learn on the ɥaɥuʉi of the Hupačasath (Hupacasath), Huu-ay-aht (Huu-ay-aht), ɥaɥuukʷiʔath (Tla-o-qui-aht), Čišaaʔath (Tseshaht) and the Yuuɥuʔiʔath (Yuu-cluth-aht) Nations.

2. Approval of Agenda

Moved by: Trustee Washington

Seconded by: Trustee Ransom

THAT the Board of Education approves the April 22, 2025, Public Board Meeting agenda as presented.

Carried

3. Conflict of Interest Declaration

There were no conflicts declared.

4. Adoption of Minutes

Trustee Zanette requested the amendment to include Trustee Zanette and Trustee Bray in attendance for the March 11, 2025, Public Board Meeting Minutes.

Moved by: Trustee Joseph

Seconded by: Trustee Bray

THAT the Board of Education approve the March 11, 2025, Public Board Meeting Minutes as amended.

Carried

5. Announcements of the Chair

6. Good News from the Schools

6.1 School Presentation (10 minutes)

Principal of École Alberni Elementary School, Rob Souther, along with Vice-Principal, Pam Chandler, presented the students from the École Alberni Elementary School Indigenous group to introduce themselves and welcome everyone to the evening's Public Board Meeting. Principal Souther noted the group began from the student feedback survey that shared students were learning about Indigenous culture in their classrooms but not as much in the hallways or assemblies. Vice-Principal Chandler took on the task of creating this group to incorporate welcomes and greetings throughout the whole school day.

7. Trustee Statements

Trustee Washington provided a recap of her visit to Ucluelet Elementary School during the previous week and how wonderful and impressed she was with the music teacher and students.

Board Chair Craig provided a recap on her visit to Ucluelet Secondary School for the Tourism Career Fair. She was pleased the students were able to make the connection that tourism also needs chefs and heavy equipment operators. There is more to tourism than being a tour guide.

8. Petitions/ Delegations/ Presentations

There were no petitions / delegations / presentations.

9. Unfinished Business/ New Business

There was no unfinished business.

10. Staff Reports

10.1 Wellness Center Report (15 minutes)

Healthy Schools Manager Kirsten Nesbitt, and Healthy Schools Program Assistant, Claire Boudreau, presented a PowerPoint overview of their Wellness Center Report. Manager Nesbitt and Program Assistant Boudreau responded to questions from Trustees regarding the Growth, Resilience, Acknowledgement, Suicide Awareness, Prevention and Personal Planning (GRASP) program at Alberni District Secondary School.

10.2 Approval of School Calendars (3 minutes)

Moved by: Trustee Washington

Seconded by: Trustee Bray

THAT the Board of Education approve the [2026/2027 and 2027/2028 School Calendars](#) as presented.

Carried

10.3 France Summer Exchange 2025 (10 minutes)

Moved by: Trustee Bray

Seconded by: Trustee Joseph

THAT the Board of Education approve the continuation of the outbound international student exchange to Nantes, France for the summer of 2025, coordinated in partnership with Nantes Pays de Langue Anglaise (NPLA).

Carried

10.4 Spring Fest (10 minutes)

Director of Instruction - Indigenous Education, Jaime Hansen, presented an update for this year's upcoming Spring Fest. Director Hansen did confirm there will be a formal invite sent out from the students soon.

10.5 2025/26 Capital Plan Bylaw (5 minutes)

Trustee Zanette asked where the busses were procured from. Superintendent Klaver responded that the Ministry of Education and Child Care handles the sourcing of organizations that can provide busses.

Moved by: Trustee Bray

Seconded by: Trustee Washington

THAT the Board of Education approve all three readings of the 2025-2026 Capital Plan Bylaw in the April 22, 2025, Public Board Meeting.

Carried

Moved by: Trustee Bray
Seconded by: Trustee Joseph

THAT the Capital Plan Bylaw of the Board for the 2025/26 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 25, 2025, is hereby adopted.

Carried

Moved by: Trustee Bray
Seconded by: Trustee Washington

THAT this Capital Bylaw may be cited as School District Pacific Rim Capital Bylaw No. 2025/26-CPSD70-01.

Carried

11. Policy Development

11.1 Policies for Public Consultation

Moved by: Trustee Zanette
Seconded by: Trustee Orr

THAT the Board of Education direct staff through the Superintendent to publish the following draft Policies for a 30-day Public Consultation.

Carried

11.1.a XXX Ventilation for Acceptable Air Quality (P)

11.1.b XXX: Integrated Pest Management (P)

11.1.c XXX: Purchasing (P)

11.2 Policies for Adoption

Moved by: Trustee Zanette
Seconded by: Trustee Ransom

THAT the Board of Education adopt the following policies as presented.

Carried

11.2.a XXX: Public Interest Disclosure (P)

11.2.b XXX: Head Lice (P)

11.2.c XXX: Purchasing Card (P)

12. Notice of Motion

13. Correspondence - Action Required

Trustee Washington stated the Uptown Merchant Association has also written a letter of support. There may be funding provided from the FIFA to update the City of Port Alberni's field if selected.

Board Chair Craig stated the Rotary Club has also provided a letter of support.

13.1 Letter of Support - FIFA 2026 Host City

Moved by: Trustee Orr

Seconded by: Trustee Washington

THAT the Board of Education direct staff through the Superintendent to provide a letter of support for the Organizing Committee for FIFA 2026 Activities in the Alberni Valley to submit an official offer to become a host city for the FIFA 2026 World Cup.

Carried

14. Correspondence - For Information

14.1 2025-03-11 City of Port Alberni Council Meeting Summary

14.2 2025-04-10 Ltr re: Advisory Planning Commission Meetings

15. External Board Committees

15.1 2025-04-02 Heritage Commission Meeting Minutes

15.2 2024-11-12 ACRD Agricultural Development Committee

15.3 2025-03-10 Alberni Clayoquot School Food Network

15.4 Alberni Clayoquot Health Network / TOP Table of Partners (Dec 2024/Jan-Mar 2025)

16. Internal District Committees

16.1 2025-04-08 Policy Committee Meeting Minutes

17. Audience Question Period

There were no questions from the audience.

18. Next Meeting

The next regular meeting of the Board of Education will be held on May 27th, 2025, at 5:30 pm, at the School Board Administration Building.

19. Adjournment

The meeting was adjourned at 5:58 pm.

Board Chair

Secretary Treasurer