



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING MINUTES
October 28, 2025, 4:00 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Cynthia Orr - Vice Chair
Cherilyn Bray - Trustee
Janis Joseph - Trustee (via Teams)
Larry Ransom - Trustee (via Teams)
Chris Washington - Trustee
Helen Zanette - Trustee
Peter Klaver - Superintendent
James Messenger - Assistant Superintendent
Katherin Charbonneau – Director of Early Learning and Child Care
Michell Bennett - Director of Instruction, Inclusive Education (via Teams)
Paula Mason - Manager of Corporate Services
Ryan Dvorak - ADTU President
Nadine White - CUPE President
Wendy Arnett – ADTU Vice President
Sean Peterson – Principal, Maquinna Elementary School
Staff & Students - Maquinna Elementary School

Audience Members:

Parents - Maquinna Elementary School
Mel Burton

1. Call to Order/Land Acknowledgement

2. Approval of Agenda

Detailed questions, answers and discussion on each agenda item are available by watching the meeting recording, located on our [Agenda and Minutes](#) webpage. Items 10.1 / 10.2 were moved to a future meeting.

Moved by: Trustee Bray

Seconded by: Trustee Washington

THAT the October 28, 2025 Public Board Meeting agenda be approved as amended.

Carried

3. **Conflict of Interest Declaration**

There were no minutes declared.

4. **Adoption of Minutes**

Trustee titles need correcting and alphabetized.

Moved by: Trustee Bray

Seconded by: Trustee Orr

THAT the September 23, 2025 Public Board Meeting Minutes be approved as amended.

Carried

Moved by: Trustee Washington

Seconded by: Trustee Bray

THAT the September 26, 2025 Special Public Board Meeting Minutes be approved as amended.

Carried

5. **Announcements of the Chair**

6. **Student Voice**

7. **Trustee Statements**

Trustee Craig thanked Trustees Bray and Joseph, and Director Charbonneau for attending the Coming Together forum. She attended the Indigenous Education Council's recent two-day session with lots of great things coming forward there, as well as Island Health's Community Health forum. Trustee Orr attended BCSTA's Provincial Council on October 21, 2025 and noted that their portal contains updates about which motions brought before the AGM have been passed, and that there had been discussion regarding "testing the house", which means that if there are more than 4 speakers at the microphone and all 4 are in support of a topic, with no one speaking against, they would simply "test the house" then call the question. There was also discussion about the upcoming Canadian School Board Association conference in July 2026 in Whistler. Trustee Bray attended the Coming Together forum, noting how nice it was to hear voices from all the service providers. She also attended City of Port Alberni's Committee of the Whole online meeting yesterday. Trustee Joseph attended the Coming Together forum, noting the 3 students that attended spoke SO positively and articulated themselves really well.

8. **Petitions/ Delegations/ Presentations**

9. **Unfinished Business/ New Business**

10. Staff Reports

10.1 2025/26 Amended Annual Budget update (10 minutes)

This item was moved to a future meeting.

10.2 School Budgets (5 minutes)

This item was moved to a future meeting.

10.3 AED / Naloxone Update (10 minutes)

Director Bennet provided an overview of her report and updated the Board on upcoming training and stock of equipment.

10.4 District Newsletter (5 minutes)

Superintendent Klaver announced that the newly created district newsletter will be launched publicly tomorrow, and will be published three times per school year, to highlight what's happening around the district.

10.5 Annual Board Election (5 minutes)

Moved by: Trustee Bray

Seconded by: Trustee Washington

THAT the Board of Education approve that an election for the position of Chair, be held at the Annual Public Board Meeting on November 25, 2025.

Carried

Moved by: Trustee Washington

Seconded by: Trustee Bray

THAT the Board of Education approve that an election for the position of Vice-Chair, be held at the Annual Public Board Meeting on November 25, 2025.

Carried

10.6 Child Care Update (15 minutes)

Trustee Orr left the meeting at 4:33pm.

Director Charbonneau provided an overview of her report, answering questions from Trustees.

10.7 School Plans (5 minutes)

Superintendent Klaver announced that all school plans are now online at each school's website.

11. Policy Development

11.1 Policies out for Public Consultation

Moved by: Trustee Zanette

Seconded by: Trustee Orr

THAT the Board of Education approve the following policies to be put out for a 30-day public consultation period.

Carried

11.2 Policies for Adoption

12. Notice of Motion

13. Correspondence - Action Required

13.1 2025-09-24 Request for Support - BC Association of School Psychologists

Director Bennett provided an overview about her research on the topic and had discussion with Trustees.

Moved by: Trustee Craig

Seconded by: Trustee Bray

THAT the Board direct staff through the Superintendent to draft a letter for the Board's review, replying to BECAST asking for further information around their request.

Carried

14. Correspondence - For Information

14.1 2025-09-29 Response to Farm to School BC advocacy letter - Ministers Osborne/Beare

15. External Board Committees

15.1 2025-10-25 Alberni Valley Learning Council Meeting Minutes

15.2 2025-04-15 ACRD Agricultural Development Committee Meeting Minutes

15.3 Alberni Clayoquot Health Network TOP Meeting Minutes

15.3.a 2025-05-21 Table of Partners Meeting Minutes

15.3.b 2025-06-18 Table of Partners Meeting Minutes

15.3.c 2025-09-17 Table of Partners Meeting Minutes

16. Internal District Committees

16.1 2025-10-07 Policy Committee Meeting Minutes

Trustee titles need correcting and alphabetized.

Moved by: Trustee Zanette

Seconded by: Trustee Washington

THAT the 2025-10-07 Policy Committee Meeting Minutes be approved as amended.

Carried

17. Audience Question Period

Mel Burton asked why the district is not buying Canadian AEDs? Superintendent Klaver noted that the Ministry of Education and Child Care sourced out cheapest source. She then asked if DPAC gets input into the newsletter? Items such as parent links to homework assistance, kid-friendly mental health apps, a spot for the School Liaison Officer to update what trends they're seeing in schools. Superintendent Klaver noted that although we have a position in place for a SLO, there is no one currently filling the role, but otherwise the suggestions are great ones!

18. Next Meeting

19. Adjournment

The meeting was adjourned at 5:25pm.

Board Chair

Secretary Treasurer