



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING MINUTES
November 25, 2025, 4:00 p.m.
Administration Office Board Office, Port Alberni**

Pam Craig - Board Chair
Cynthia Orr - Board Chair
Chris Washington - Vice Chair
Cherilyn Bray - Trustee
Janis Joseph - Trustee
Larry Ransom - Trustee
Helen Zanette - Trustee
Peter Klaver – Superintendent / Interim Secretary Treasurer
James Messenger - Assistant Superintendent
Michell Bennett - Director of Instruction, Inclusive Education (via Teams)
Jaslene Atwal - Director of Instruction, Human Resources
Jeffrey Goode – Assistant Director of Operations
Paula Mason - Manager of Corporate Services
Drew Ryan – Principal, Ucluelet Secondary School
Brandy Lauder, Selected Representative , Hupačasath First Nation
Iris Frank, Selected Representative, ʔaʔuukʷiʔath First Nation
Asma-na-hi Antoine, Selected Representative, Toquaht Nation

Audience:

Councillor Charles Mealey, Acting Mayor, City of Port Alberni
Mel Burton

1. Call to Order/Land Acknowledgement

The Chair acknowledged that we are meeting on the ʔaʔuuli of the Čišaaʔath (Tseshah) and Hupačasath (Hupacasath) First Nations. The Chair also acknowledged that we have schools located on the ʔaʔuuli of the Huu-ay-aht (Huu-ay-aht), and ʔaʔuukʷiʔath (Tla-o-qui-aht) First Nations and the Yuuʔuʔiʔath (Yuu-cluth-aht) Government.

2. Approval of Agenda

Item 14.1 moved to item 9.1

Moved by: Trustee Ransom

Seconded by: Trustee Washington

THAT the November 25, 2025 Public Board Meeting agenda be approved as amended.

Carried

3. Conflict of Interest Declaration

There were no conflicts declared.

4. Adoption of Minutes

Moved by: Trustee Bray

Seconded by: Trustee Orr

THAT the October 28, 2025 Public Board Meeting Minutes be approved as presented.

Carried

5. Announcements of the Chair

6. Student Voice (15 minutes)

Principal Ryan provided a student-based PowerPoint presentation to the Board.

7. Trustee Statements

Trustee Craig attended the Nourish Fair this last week - there were about 12 different agencies in attendance. ASSAI also showcased wrestling, cross country and volleyball activities. Trustee Ransom highlighted the activities of the BCSTA association and some of their work i.e. VISTA conference in Campbell River (indigenous ed / early learning). He also noted the Mental Health program to be restored by Minister Osborne. Trustee Orr attended the Remembrance Day ceremony at USS - wonderful event - and also laid the school district's wreath in Tofino. Trustee Joseph attended the Remembrance Day ceremony in Ucluelet and laid the wreath on behalf of the school district. Trustee Bray noted the upcoming Wood Elementary Craft fair, being held on Dec 4th from 3 - 4:30pm. Trustee Zanette provided highlights from BCPSEA's Symposium, noting their AGM will be held on January 29, 2026.

8. Petitions/ Delegations/ Presentations

9. Unfinished Business/ New Business

9.1 BCSTA AGM Motion review (10 minutes)

Trustees reviewed the process of bringing the motion forward to VISTA, then forwarding it to BCSTA's Legislative Committee for review. Trustee Zanette suggested including something about deferred capital to the rationale section.

Moved by: Trustee Bray

Seconded by: Trustee Joseph

THAT the Board of Education review and provide feedback or suggested amendments to the draft Advocacy for Dedicated Funding for School District

Housing Accommodation motion, and direct staff through the Superintendent to submit it for VISTA endorsement and for submission to BCSTA's Legislative Committee for review and inclusion on the upcoming April 2026 BCSTA AGM agenda.

Carried

9.1.a 2025-11-05 SD5 Letter of Support

9.1.a.a 2025-11-07 Nanaimo Learning Forward Session - January 15, 2026

9.2 Government - Government Discussion (10 minutes)

Superintendent Klaver advised that this communication should be from Chair to Chair or Superintendent to CAO. Trustee Bray proposed an amendment to the motion.

THAT the Board of Education direct the Board Chair to reach out to the Chair of the ACRD Board of Directors, inviting them to a government-to-government meeting as an official introduction and to discuss shared educational topics. The motion to amend the motion was seconded by Trustees Orr. CARRIED.

Moved by: Trustee Zanette

Seconded by: Trustee Washington

THAT the Board of Education direct the Board Chair to reach out to the Chair of the ACRD Board of Directors, inviting them to a government-to-government meeting as an official introduction and to discuss shared educational topics.

Carried

9.3 Lobby to Stop Time Change (10 minutes)

Trustee Ransom provided an overview of his rationale, but after Trustee Craig reminded him of how much work senior admin have on their plate right now, he requested to table his proposed motion until such time as BCTSA had weighed in on the topic. Affects student attendance / learning - removing barriers should be a priority. In the meantime, Trustee Craig will reach out to BCSTA President Tracey Loffler to see if other districts are making the same suggestion, in which case we could support that advocacy.

Moved by: Trustee Ransom

Seconded by: Trustee Orr

That the Board of Education direct staff through the Superintendent to draft Motions for their review, requesting action, advocacy and support from the British Columbia Trustees Association's (BCSTA) and the Vancouver Island School

Trustees Association (VISTA), in lobbying the government to end annual time changes, and bring the draft motions back to the Board for review.

10. Staff Reports

10.1 ADSS Bridge (20 minutes)

Assistant Director Goode presented via Teams, discussing things such as bridge access and cost to replace the bridge. For now, blocks with chain link will block access to the bridge, and the district will review timeline and replacement costs.

10.2 Annual Board Elections (60 minutes)

10.2.a Annual Election for Chair

Trustee Ransom nominated Trustee Craig, who declined the nomination and provided a statement. Trustee Joseph nominated Trustee Orr. Trustee Washington nominated Trustee Bray, who declined the nomination. Trustee Orr was declared Chairperson of the Board by acclamation.

10.2.b Annual Election for Vice-Chair

Trustee Bray nominated Trustee Washington, who accepted the nomination. Trustee Ransom nominated Trustee Zanette, who accepted the nomination. There were no further nominations. An election was held with the outcome of Trustee Washington being elected as Board Vice-Chair.

Moved by: Trustee Bray

Seconded by: Trustee Craig

THAT the Board of Education direct staff, through the Superintendent, to destroy the ballots used to elect the Board Vice-Chair at the 2025 Annual Board Election.

Carried

10.2.c Annual Committee Appointments

1. Chair for the Finance, Assets & Operations Committee

Trustee Joseph nominated Trustee Bray, who accepted the nomination. Trustee Ransom nominated Trustee Zanette, who accepted the nomination. There were no further nominations. An election was held with the outcome of Trustee Bray being elected as Chair of the Finance, Assets & Operations Committee.

Iris Frank, Selected Representative, Tla-o-qui-aht First Nation congratulated the new Chair and Vice-Chair on being elected. She also thanked Trustee Pam Craig, on behalf of Tla-o-qui-aht and herself personally, for all the time and work that she has put into advancing the relationship between the school

district and the Nations. She also asked what exactly the role of the Selected Representatives will be at the table, noting the governance experience that Selected Representatives will bring to the table going forward.

Trustee Bray moved THAT the Board of Education direct staff, through the Superintendent, to destroy the ballots used to elect the Chair of the Finance, Assets & Operations Committee at the 2025 Annual Board Election. Seconded by Trustee Craig. CARRIED.

2. Vice-Chair for the Finance, Assets & Operations Committee

Trustee Ransom nominated Trustee Zanette, who accepted the nomination. Trustee Bray nominated Trustee Washington, who accepted the nomination. There were no further nominations. An election was held with the outcome of Trustee Zanette being elected as Vice-Chair of the Finance, Assets & Operations Committee.

Trustee Washington moved THAT the Board of Education direct staff, through the Superintendent, to destroy the ballots used to elect the Vice-Chair of the Finance, Assets & Operations Committee at the 2025 Annual Board Election. Seconded by Trustee Bray. CARRIED.

3. Chair for the Education Committee

Trustee Bray nominated Trustee Joseph, who accepted the nomination. There were no further nominations. Trustee Joseph was declared Chair of the Education Committee by acclamation.

4. Vice-Chair for the Education Committee

Trustee Joseph nominated Trustee Washington, who accepted the nomination. There were no further nominations. Trustee Washington was declared Vice-Chair of the Education Committee by acclamation.

5. Chair for the Policy Committee

Trustee Ransom nominated Trustee Zanette, who accepted the nomination. There were no further nominations. Trustee Zanette was declared Chair of the Policy Committee by acclamation.

6. Vice-Chair for the Policy Committee

Trustee Zanette nominated Trustee Craig, who accepted the nomination. There were no further nominations. Trustee Craig was declared Vice-Chair of the Policy Committee by acclamation.

7. Chair for the Policy Committee

Trustee Ransom nominated Trustee Zanette, who accepted the nomination. There were no further nominations. Trustee Zanette was declared Chair of the Policy Committee by acclamation.

8. BCPSEA Representative

Trustee Joseph nominated Trustee Washington, who accepted the nomination. There were no further nominations. Trustee Washington was declared BCPSEA Representative by acclamation.

9. Alternate BCPSEA Representative

Trustee Ransom nominated Trustee Zanette, who accepted the nomination. There were no further nominations. Trustee Zanette was declared the alternate BCPSEA Representative by acclamation.

10. BCSTA Provincial Council/Vancouver Island School Trustees Association representative

Trustee Ransom nominated Trustee Craig, who accepted the nomination. There were no further nominations. Trustee Craig was declared BCPSEA Representative by acclamation.

11. Alternate BCSTA Provincial Council/Vancouver Island School Trustees Association representative

Trustee Bray nominated Trustee Joseph, who accepted the nomination. There were no further nominations. Trustee Joseph was declared the alternate BCPSEA Representative by acclamation.

For the Internal District Committees, the following Trustees will fill the following appointments:

Indigenous Education Council

Trustees Craig & Zanette & Washington

Teacher Pro-D

Trustee Zanette (alt. Trustee Bray)

Special Education Advisory Committee (SSEAC)

Trustee Joseph (alt. Trustee Bray)

District Parent's Advisory Council (DPAC)

Trustee Craig (alt. Trustee Zanette)

Occupational Health & Safety (In-Camera)

Trustee Bray (alt. Trustee Craig)

Teacher/Trustee Liaison Committee

Representative: Trustee Zanette

Representative: Trustee Craig

For the External District Committees, the following Trustees will fill the following appointments:

Port Alberni Advisory Planning Commissions

Trustee Ransom (alt. Trustee Washington)

Port Alberni Museum and Heritage Commission

Trustee Craig (alt. Trustee Joseph)

Port Alberni Traffic Advisory Commission

Trustee Washington (alt. Trustee Ransom)

Agriculture Development Committee of the ACRD

Trustee Zanette (alt. Trustee Ransom)

City of Port Alberni

Trustee Bray (alt. Trustee Joseph)

Clayoquot Biosphere Trust

Trustee Orr (alt. Trustee Zanette)

District of Ucluelet

Trustee Orr

District of Tofino

Trustee Orr

Alberni Clayoquot Health Network

Trustee Zanette

Solid Waste Management Plan Advisory Committee

Trustee Zanette

Port Alberni Air Quality Commission

Trustee Craig

11. **Policy Development**
12. **Notice of Motion**
13. **Correspondence - Action Required**
14. **Correspondence - For Information**

15. External Board Committees

15.1 2025-10-15 City of Port Alberni Traffic Advisory Committee Meeting Minutes

Trustee Washington noted that she's happy that this Committee has moved things forward quickly on things and is also happy with response of the City of Port Alberni.

16. Internal District Committees

16.1 2025-11-04 Education Committee Meeting Minutes

17. Audience Question Period

Councillor Charles Mealey, City of Port Alberni (Acting Mayor) spoke on behalf of Mayor Minions congratulating the new Board Chair and Vice-Chair and extending their thanks and gratitude to Trustee Pam Craig for all the years she served as Board Chair. Trustee Washington commented that Trustee Craig has a wealth of knowledge and information and hopes she will assist them in their new roles as they go forward.

18. Next Meeting

19. Adjournment

The meeting was adjourned at 5:29pm.

Board Chair

Secretary Treasurer