



**PACIFIC RIM SCHOOL DISTRICT
PUBLIC BOARD MEETING AGENDA
Tuesday, December 16, 2025, 4:00 p.m.
Administration Office Board Office, Port Alberni**

	Pages
1. Call to Order/Land Acknowledgment/Cultural Opening	
Cultural Opening by Aaron Watts, Tseshaht First Nation	
We acknowledge that we are meeting on the ḥaḥuuḥi of the Ćišaaʔath (Tseshaht) and Hupaćasath (Hupacasath) First Nations. We also acknowledge that we have schools located on the ḥaḥuuḥi of the Huu-ay-aht (Huu-ay-aht), and ʔaʔuukʷiʔath (Tla-o-qui-aht), First Nations and the Yuuluʔiḥath (Yuu-cluth-aht) Government.	
2. Approval of Agenda	
THAT the December 3, 2025 Public Board Meeting agenda be approved as presented/amended.	
3. Conflict of Interest Declaration	
Are there any conflicts to declare?	
4. Adoption of Minutes	4
THAT the minutes of November 25, 2025 be approved as presented/amended.	
5. Announcements of the Chair	
5.1 Co-Governance Discussion (30 minutes)	12
6. Student Voice (10 minutes)	
EJ Dunn Elementary School	
7. Board Trustee & Selected Representative Statements	
8. Petitions/ Delegations/ Presentations	
9. Unfinished Business/ New Business	
9.1 Policy Committee Recommendation (10 minutes)	
Trustee Zanette	
To discuss the necessity and accuracy of Policy 100 Vision/Mission/Purpose/Expectations. To discuss the revision of Policy 100: Trustee Code of Conduct	
THAT the Board of Education direct staff through the Superintendent to forward Policy 100: Vision/Mission/Expectations and Policy 112: School Trustee Code of Conduct to the Policy Committee for review.	
10. Staff Reports	
10.1 Board Office Closure - verbal (2 minutes)	
Peter Klaver, Superintendent/Interim Secretary Treasurer	

10.2 Turf Field (10 minutes)

James Messenger, Assistant Superintendent

THAT the Board approve that, subject to successful completion of annual safety compliance testing and the field remaining in safe operating condition, the ADSS Turf Field remain open for school and community use until December 31, 2026.

THAT the Board approve that, if by December 31, 2026, a minimum of \$1,000,000 has not been collectively raised by ADSS and participating community groups and a sustainability plan has not been presented to the Board, the Operations Department initiate planning to replace the existing surface with a non-irrigated natural grass field, with the understanding that timelines for grass installation may require limited continued use of the existing turf into Spring 2027.

11. Policy Development**11.1 Policies For Adoption**

The following policies just completed a 30-day public consultation, with no feedback received, having closed at 4:00pm on November 27, 2025:

- NEW Use of School Equipment (P)
- NEW Smoke and Vape Free Environment (P)
- NEW Identifying Vests for Noon Hour Supervisors (P)
- 111: Election Proceedings Bylaw (P)
- NEW Privacy Management Program Policy (P)
- NEW Administration of Medication and Student Health Support (P)
- NEW Response to Unexpected Health Emergencies (P)
- NEW Donations and Corporate Sponsorship (P)
- NEW Support Staff Training (P)

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

11.2 Policies for 30-day Public Consultation

The following policies were reviewed by the Policy Committee and are recommended to be sent out for a 30-day public consultation period:

- Substance Abuse & Impairment (P)
- Respectful Workplace (P)
- Access to Schools by Outside Agencies (P)
- Physical Restraint and/or Seclusion of Students (P)
- Student Substance Abuse and Possession (P)
- Child Protection (P)
- Vandalism of School Property (P)
- School Bus Transportation for Extra-Curricular Activities (P)
- Student Accident Injury Procedure (P)
- Equipment Lock-out (P)
- Communicable Diseases (P)
- School Grounds Enhancement Projects (P)
- Field Trips (P)
- Fundraising (P)

THAT the Board of Education direct staff through the Superintendent to

publish the following Policies for a 30-day Public Consultation period.

- 12. Notice of Motion**
- 13. Correspondence - Action Required**
 - 13.1 Adulging 101 Request** 17
THAT the Board of Education direct Chair Orr to send a reply to the students on behalf of the Board, thanking them for their request and explaining the process of how their request will be handled.
- 14. Correspondence - For Information**
 - 14.1 Bamfield Community School Annual Report** 18
- 15. External Board Committees**
 - 15.1 Provincial Council AGM Rules (5 minutes)** 28
Trustee Orr
 - 15.2 2025-10-15 ACHN Table of Partners Meeting Minutes** 30
 - 15.3 2025-07-15 ACRD Agricultural Development Committee Meeting Minutes** 35
- 16. Internal District Committees**
 - 16.1 2025-12-02 Policy Committee Meeting Minutes** 42
- 17. Audience Question Period**

This item is reserved for members of the audience to ask questions related to topics discussed on today's agenda. Questions/Comments regarding topics not discussed on today's agenda should be directed to the Board Office via email at pmason@sd70.bc.ca
- 18. Next Meeting**

The next regular meeting of the Board of Education will be held on January 27, 2026 at 4:00pm, at the Administration Office Board Room.
- 19. Adjournment**

The meeting was adjourned at TIME.



**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 , Hupač̓asath First Nation
Iris Frank, Selected Representative, ̓aʔuukʷiʔath 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 ɥaɥuuli of the Čišaaʔath (Tseshaht) and Hupač̓asath (Hupacasath) First Nations. The Chair also acknowledged that we have schools located on the ɥaɥuuli of the Huu-ay-aht (Huu-ay-aht), and ̓aʔuukʷiʔath (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



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: December 16, 2025
Subject: Co-Governance
From: Paula Mason, Manager of Corporate Services

Purpose

This report provides a comprehensive overview of the School District and Nuu-chah-nulth Nations's ongoing work to establish a Co-Governance model. It outlines the multi-year collaborative process that led to the implementation of this model, clarifies the role of Selected Representatives, describes Standing Committee membership, and identifies the District's long-term aspirations for this work.

Background

Over the past two years, the School District has been engaged in sustained, respectful dialogue with Nuu-chah-nulth Nations to explore and develop a Co-Governance model that strengthens Indigenous participation in public education governance. This work reflects the District's commitment to reconciliation, meaningful relationship-building, and the incorporation of Indigenous perspectives in discussions that impact students, families, and communities.

Early Discussions (2023)

The first meeting involving the Board of Education, senior staff, and the Nuu-chah-nulth Nations occurred on August 9, 2023. At this initial gathering, the Board expressed an interest in moving toward a Co-Governance model and invited Nations to consider whether a shared governance structure was something they would like to pursue.

On December 4, 2023, the group reconvened for further discussion. At this meeting, the former Superintendent presented a legal briefing from the District's legal counsel regarding what was possible under existing legislation, including the *School Act* and the *Local Government Elections Act*. The briefing confirmed that:

- The School District cannot add additional trustees, and therefore
- Indigenous representatives cannot be appointed or described as trustees, nor hold voting authority

That said, legal counsel also affirmed that nothing in legislation prevents a First Nations representative—selected by their Nation—from sitting at the Board table and participating fully in discussion, debate, and recommendations.

At this meeting, many representatives expressed an interest in future voting seats. As some views on a couple of topics differed among Nations, an In-Caucus meeting was recommended to provide Nations time to reflect together, before coming back to meet with the school district again. This meeting occurred on January 29, 2024.

Establishing the Path Forward (2024)

On February 12, 2024, Nuu-chah-nulth Nations, Board of Education Trustees, and senior staff met again, resulting in a shared decision to proceed with a Co-Governance model involving non-voting participation at this time, with a collective aspiration that legislative change may someday enable voting authority. For now, we are eager to conduct this model in practice.

In follow up, on February 27, 2024, the Board of Education passed a motion directing staff to formally invite Nations to participate in Co-Governance and to request that each Nation identify a Selected Representative—an individual chosen by their Nation to participate in a consultative and collaborative role. Formal invitations were distributed on April 4, 2024, with five Nations confirming their intent to participate.

Renewed Engagement and Confirmation of Participation (2025)

In October 2025, the Director of Instruction – Indigenous Education, Jaime Hansen accompanied Trustees travelling to each Nation to personally deliver updated invitations. Each Nation received:

- A formal letter inviting them to reconfirm the name of their Selected Representative, and
- A hand-beaded feather, symbolizing respect, relationship, and reconciliation

These visits reinforced the District’s commitment to personal relationship-building as the foundation of Co-Governance. On November 24, 2025, an email was sent to all Nations confirming the first official Co-Governance Meeting date of December 16, 2025 and reiterating:

- the collaborative and consultative nature of the role of Selected Representatives,
- the non-voting status of Selected Representatives (due to legislative constraints), and
- the value the district places on the voices and perspectives that Nations will bring to the table.

Standing Committee Membership and Integration of Co-Governance

Standing Committees, (Education Committee, Finance, Operations and Assets Committee, and Policy Committee) have their scope and powers established by the Board on an annual basis, are made up of designated Trustees and Representatives from partner groups, meet on a regular basis, and retain any powers and oversight responsibilities until the Board changes or disbands the Committee.

The primary purpose of all Standing Committees is to meet to discuss topics in an open and collaborative manner, then providing recommendations to the Board of Education in an advisory capacity. Other than approval of the meeting agenda, no voting occurs in Committee meetings. In March 2026, the District’s governance policy will be brought to the Policy Committee for review. As part of that revision, Standing Committee membership will be reviewed.

Financial Considerations

The Co-Governance model has been developed and implemented with no additional cost to the school district. It relies on existing governance structures, meeting formats, and administrative supports. Selected Representatives do not serve as trustees and do not receive trustee remuneration or expense reimbursements. In-person meeting attendance is welcomed, however for those who would need to travel to attend the meetings, virtual meeting links are provided.

Looking Ahead and Aspirations for System-Wide Change

The implementation of Co-Governance with the Nuu-chah-nulth Nations represents a significant step in strengthening relationships, deepening mutual understanding, and creating a more inclusive system of educational governance.

While Selected Representatives do not hold voting authority under current provincial legislation, the school district is enthusiastic about the prospect of promoting inclusivity and ensuring that the voices of First Nations are heard and respected in the decision-making processes of our governing body.

By working together in a collaborative manner, our mutual goal is to enhance the educational outcomes and opportunities for all students within our jurisdiction, allowing us to work together in shaping the future of education in our region, ensuring that the needs and perspectives of Nuu-chah-

nulth Nation’s communities are fully considered every step of the way. By coming together in this manner, we can build stronger relationships, foster mutual understanding, and ultimately create a more inclusive and equitable educational system for all students in our region.

It is also the District’s hope that, as this Co-Governance model is successfully implemented and refined, other school districts across British Columbia may be encouraged to adopt similar approaches. Over time, sector-wide leadership in this area may help inspire future provincial consideration of the *School Act*, potentially enabling Indigenous representatives to hold voting roles in the future.

The school district will continue to work collaboratively with Nuu-chah-nulth Nations, the Ministry of Education and Child Care, and provincial partners to advance this work responsibly and effectively.

Conclusion

The December 16, 2025 Public Board Meeting marks the beginning of Co-Governance in practice—a milestone made possible through two years of respectful dialogue, shared commitment, and trust.

This model represents not only a new structure, but a renewed way of working together, grounded in respect, collaboration, and a shared belief in better educational outcomes for all students.





PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING AGENDA ACTION SHEET

Date: December 16, 2025
To: Board of Education
From: James Messenger, Assistant Superintendent
Subject: ADSS Turf Field

Background

The ADSS Turf Field has reached end-of-life and continues to deteriorate. Concerns regarding its condition were raised at the September 9, 2025 Finance & Operations Committee meeting by Assistant Director of Operations Jeff Goode. Minutes of that meeting were shared publicly.

Since that time, District staff have:

- Met with partner groups and user organizations to outline the urgent need for action, the safety implications, and the financial realities associated with replacement.
- Confirmed that community groups are fully reliant on the turf field and have strong interest in supporting a replacement plan.
- Noted that historical rental fees have been well below regional norms, and partners recognize the need for a sustainable long-term model.
- Established a Working Group, co-led by the ADSS Principal and Athletic Director, which met on December 13 to begin exploring funding strategies, partnership models, and governance options.
- Scheduled a safety compliance test early in the new year, with an additional test planned for November 2026.

Partners were informed that continued access to the turf will depend on successful annual safety testing and the field remaining in safe operating condition throughout the year.

Discussion

The field is beyond its intended lifespan and requires regular monitoring to ensure safe use.

Nonetheless, user groups have expressed a willingness to support a replacement plan through adjusted fee structures, fundraising, sponsorships, and collaborative governance models.

Allowing continued use—conditional on safety—provides needed stability for school and community programming while giving the newly formed Working Group sufficient time to:

- Develop a costed replacement proposal
- Explore funding partnerships
- Consider governance structures (e.g., joint-use agreements or MOUs)
- Engage additional community partners

The proposed motions establish a clear timeline and financial target for community contribution. If adequate funds are not raised by December 31, 2026, the District would begin planning to convert the field to a non-irrigated natural grass surface, a more financially attainable option.

Depending on construction timelines, and provided the field continues to meet safety standards, there may be limited continued use of the existing turf into spring 2027 to support school and community programming during the transition period.

This approach:

- Safeguards student and community safety
- Provides clarity for planning purposes
- Encourages meaningful community partnership
- Ensures a fallback option if replacement funding cannot be achieved

Recommended Motions:

1. THAT, the Board approve that, subject to successful completion of annual safety compliance testing and the field remaining in safe operating condition, the ADSS Turf Field remain open for school and community use until December 31, 2026.
2. THAT the Board approve that, if by December 31, 2026, a minimum of \$1,000,000 has not been collectively raised by ADSS and participating community groups and a sustainability plan has not been presented to the Board, the Operations Department initiate planning to replace the existing surface with a non-irrigated natural grass field, with the understanding that timelines for grass installation may require limited continued use of the existing turf into spring 2027.

From: Anne Ostwald [REDACTED]

Date: November 27, 2025 at 2:19:29 PM PST

To: [REDACTED]

Subject: School Board meeting, please

Hello Trustees,

Our names are Leija W, Trinity W, Tumi A, Tyler H, and Hayleigh L and we are from Anne Ostwald's Social Justice class at ADSS.

The project we are working on is Adulting 101, a class designed to teach students essential life skills for after graduation.

We would appreciate if you could inform us when we can present Adulting 101 to the School Board so it can be included as a class at ADSS.

Looking forward to hearing from you soon!

Sincerely,

Leija W, Trinity W, Tumi A, Tyler H, Hayley L.

Warm regards,

Anne Ostwald (she/her) | Teacher, Alberni District Secondary School | Pacific Rim School District Phone 250.723.6251 | www.sd70.bc.ca | 4000 Roger Street, Port Alberni, BC, V9Y 0B1

Pacific Rim School District is situated on the ḥaḥuuli of the čišaaḡaḡaḡ, huupačasḡaḡ, ḡaḡuuk^wiḡaḡ, huuḡiiḡaḡ First Nations and yuutuḡiḡaḡ Government, and acknowledges that we work alongside all nuučaaḡuḡ Nations as well as the Métis Nation of British Columbia to serve the children and youth of the Alberni-Clayoquot region. The district strives to increase awareness, understanding and integration of nuučaaḡuḡ culture, history, and language in all Pacific Rim School District schools. It is part of our ongoing commitment to Truth and Reconciliation.



Bamfield Community School Association 2024-2025 Annual Report

To the School District 70 Board of Trustees

October 15, 2025

BCSA Board and Staff

Board Members:

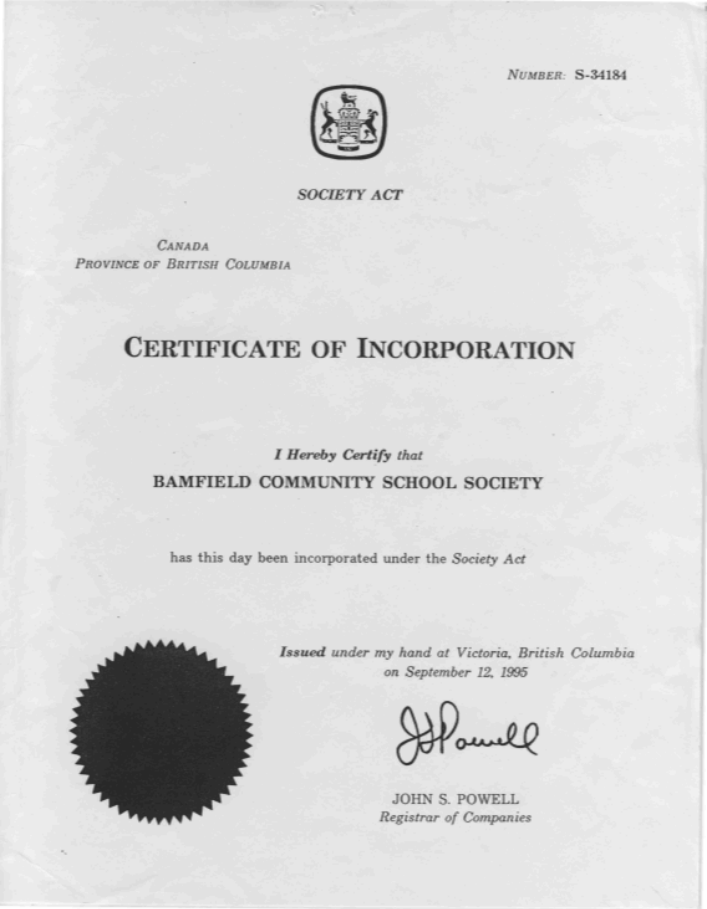
Christine Gruman, Chair
Julie Bradley, Vice Chair
Aneri Garg, Secretary
Jasmin Schuster, Treasurer
Lisa Bye
Keith Johnstone
Stella Peters

Manager:

Jomy Thomas [incoming]
managerbcsa@gmail.com
250-728-1220
Jaslyn Haberl [outgoing]
bcsacoordinator@gmail.com

Proof of Society Status

Business Name: Bamfield Community School Society
Society Number: S-34184



 <p>CERTIFIED COPY Of a document filed with the Province of British Columbia Registrar of Companies</p>  T.K. SPARKS	STATEMENT OF DIRECTORS AND REGISTERED OFFICE						
	BC Society • Societies Act						
<p>NAME OF SOCIETY: BAMFIELD COMMUNITY SCHOOL SOCIETY</p>							
<table style="width: 100%;"> <tr> <td style="width: 50%;">Incorporation Number:</td> <td>S0034184</td> </tr> <tr> <td>Business Number:</td> <td>88683 4969 BC0001</td> </tr> <tr> <td>Filed Date and Time:</td> <td>January 9, 2025 05:24 PM Pacific Time</td> </tr> </table>		Incorporation Number:	S0034184	Business Number:	88683 4969 BC0001	Filed Date and Time:	January 9, 2025 05:24 PM Pacific Time
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REGISTERED OFFICE ADDRESS INFORMATION							
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Previous Year's Activities

A Note on Population: The Bamfield Community School had between 42-49 students in the 2024-2025 school year. The Bamfield and Anacla community has approximately 300 year-round residents.

A Note on Scope of Activities: The following report includes only activities funded in whole or in part by the Bamfield Community School Association's operating grant from School District 70. Programs such as Spring Break and Summer Day Camps, and programs for out-of-school youth, adults, and elders in the community are not included.

A Note on Challenges this Year: The Bamfield and Anacla community endured a devastating series of losses on a roughly twice-monthly basis, beginning before the 2024-2025 school year and continuing through the fall and winter with grim frequency. The impacts of grief and loss for our small, close-knit community had very significant impacts on our families and children in the fall and winter, resulting in more challenging behaviour from students, less community engagement with family programs, and staff burnout. The positive outcome of these challenges was experiencing how the community in our school and the community at large came together, and took care of the people most impacted by grief. We are an incredibly resilient and loving community.

Early Childhood and Family Programs

The BCSA supports young children and their families by hosting all-ages events and programs, as well as programs targeted at supporting the transition from preschool to kindergarten. Monthly through the autumn and several times in the spring, children ages 2-5 (and their guardians/caretakers) participated in **Little Buddies Playtime**, during which we gather for story time, songs, crafts, and games at a community park, Pachena Beach, or at the school. The program brought between 1-4 preschool-aged children and their guardians together to build social skills and to help set up the school as a fun, safe, and exciting place to be! Many of the Little Buddies Playtime activities were run in partnership with Huu-ay-aht First Nations' Paawats daycare, supporting the deepening of that relationship with the Community School. The Port Alberni Association for Community Living also supported the program with resources and referrals for families.

The BCSA participated in the Bamfield Community School's **K Days event** (June 3, 2025), joining our community's two soon-to-be-kindergarten students, SD70 staff, and early childhood educators from Paawats for exploratory play.

Books and Brunch was a monthly opportunity in the autumn and winter months for families to come to the Community Library for a pancake breakfast, literacy-focused games, and story time! Attendance varied between 2-10 participants of all ages, with an emphasis on pre-school-aged children and primary-aged children.

Family Games Night is a fun, social gathering which was hosted 4 times in the last school year for community members of all ages to play board games, video games, laser tag, and to share a meal. Attendance varied between 10-35 participants, with a majority demographic of school-aged children. In October, we hosted the third annual **Monster Mash Family Halloween Extravaganza**, bringing families into the school for carnival games, a costume contest, and pumpkin carving.

Each semester, the BCSA hosted a **Family Movie Night**, turning one of our classrooms into a movie theatre, with families coming to enjoy a projected film on our screen from the comfort of our giant bean bags while eating bottomless popcorn. Attendance is generally around 6-10 people.

School-Aged Programs

The BCSA's popular **After School Clubs** were hosted twice weekly in the 2024-2025 school year, with one session for grades 1-3 (11 students), and another session for grades 4-6 (14 students). After school, students ate a healthy snack, then played games and sports, explored local ecosystems, did creative projects, and tried fun science experiments.

From January-June, the BCSA hosted an arts-focused After School Program called **Imagination Station**, where students in grades 5-12 tried new forms of artistic expression and creativity. Instructed by a diverse variety of local artists and creators, participants explored acting, painting, dancing, drawing, weaving, making pottery, beading, printmaking, photography, and storytelling.

The **Friday Night Chill** is a monthly youth drop-in which invites secondary-aged youth to the school to eat pizza, play games, make art, listen to music, and access safety planning support and harm reduction supplies. Typically, attendance is around 10-12 youth.

In the autumn, the BCSA hosted a weekly **Youth Drop-In** for students in grade 7-12 to stay after school to work on assignments, play board games, go for short hikes, play sports, and hang out together. Initially popular, attendance decreased in October, with youth reporting that they had more responsibilities at home supporting their families in a time of grief after many losses in a short period of time. In November, we shifted to offering a monthly **Youth Leadership Drop-In** at lunch time. After eating lunch together, we would briefly discuss upcoming youth engagement opportunities, plan fundraisers for activities the youth wanted to do (such as field trips and prom), and have a group check in during a difficult time. Afterwards, we would play games in the gym or work on an art project in the library. Lunchtime Leadership attendance was typically the majority of the secondary class.

This year, we deepened our partnerships with Huu-ay-aht First Nations and the Nuuchah-nulth Tribal Council, supporting programs, activities and events organized by their newly hired youth workers. In particular, we supported the **Huu-ay-aht Warriors** to facilitate archery, dodgeball, and clam gardening for (mostly male) youth, as well as to support engagement of (mostly female) youth to begin a Women's Warriors program. We collaborated with the **Huu-ay-aht**

Child and Family Wellness Team to host in-community activities for children on non-instructional days, cooking and baking together, playing games at the beach, and going on a hike. We also supported the **NTC Youth Art Studio** program, a weekly opportunity for youth ages 10+ to practice culture and creativity which ran from February-June.

In collaboration with our fabulous secondary teacher Denee Nickel, the BCSA helped to coordinate experiential field trips and workshops through the accredited **Skills Exploration Program**, which sought to showcase a variety of skillsets and careers to youth in our school.

This year, we focused workshops on two thematic areas, both relating to food security: *Gardening and Plant Knowledge* and *Marine Science and Aquaculture*. Participation varied based on secondary class attendance, typically between 7-10 students, with various local and regional employers, scientists, non-profit workers, and knowledge keepers engaged to support the secondary teacher and BCSA Manager with our different field trips and projects.

Gardening and Plant Knowledge - In September, our secondary class completed a workshop with a local builder to design and strategize the interior storage, potting tables, and planters that will go inside the as-yet-unbuilt *BCS Greenhouse*, purchased through Communities Building Youth Futures funding secured by the BCSA in the 2023-2024 school year.

This year, we partnered with the Alberni Valley Food Security Society, the ACRD, and SD70, coordinated through the Farm to School Network to complete a series of educational workshops with all grades in the school about native perennial plants and climate-resilient species. In addition to planting a variety of fruit trees and bushes around the perimeter of the school property, and adding some new native plants to the school garden, the students and Bamfield Anacla community worked together to build and plant a new Indigenous Medicine Garden at the entrance to the school. We are grateful to have received funding for this project from the Farm to School network through the Learning or a Sustainable Future grant.

Marine Science and Aquaculture – through a partnership with the Bamfield Marine Sciences Centre (BMSC), the secondary science classes were augmented by visits to various labs and departments for hands-on science experience and career exploration. On February 6th, we visited the Kelp Rescue Initiative lab where the students learned how to use microscopes, and observed the kelp seedlings that will contribute to reforestation efforts in the Barkley Sound. On March 7th, the secondary class returned to the plankton lab to practice their microscope skills, observing and learning about plankton and the vital role it plays in the health of our ocean. On April 14th, the class completed a hands-on lab about reproduction, spawning sand dollars. On April 22nd, the youth designed and ran their own scientific experiments, observing the behaviour of marine invertebrates.

Due to challenges with brood stock and the arrival of a new baby for two local business leaders, planned workshops with the Nova Harvest Oyster Farm and West Coast Kelp have been postponed to the 2025-2026 school year.

In May and June, the BCSA reprised the **Bamfield All-Stars Tee Ball League** for the second year, with 14 children ages 4-8 gathering weekly to learn baseball skills and play games. Family support for this program was really high, with older siblings frequently engaged as base coaches and cheering squad.

All-Ages Programs

The BCSA hosts a popular monthly **Community Lunch**, where community members of all ages are invited to eat with the students of the BCS, enjoy intergenerational connection, and check out student projects at the school. Typically, between 10-30 community members attend, in addition to the staff and students at the Community School. This event is a small fundraiser for the BCSA, with this year's proceeds invested in Spring Break programming and the Grade 12 graduation party.

Every Monday, the BCSA hosts a variety of **Drop-In Sports**, typically rotating through indoor soccer, volleyball, badminton, ultimate frisbee, and dodgeball. Many secondary-aged youth attend this program, building connections with older youth and adults in the wider community, and growing awareness of career and social opportunities after high school.

The BCSA sponsors secondary students to participate in any of our adult programming at no cost to the student or their family. This year, youth joined in for **Willing Weaving, Linocut Printmaking**, and **Ceramics** workshops.

In January, the BCSA began hosting a weekly **Group Fitness Training** class, offering youth and adults a supported cross-training opportunity in a fun and supportive environment. Several students have joined this drop-in program to have fun and build physical lite

Events, Workshops, Training, and Courses

In September, the BCSA was involved in several community discussions facilitated by **WildSafe BC** regarding local cougar activity and children's safety. We shared outreach materials with families, completed safety planning exercises with the kids and youth in after school programs, and supported a grant application for perimeter alarms for the school's forest, designed to scare cougars away from the BCS.

In September, the BCSA supported the BCS teachers to host the **Terry Fox Run**, liaising with the Terry Fox Foundation to acquire educational and prize materials for students, and coordinating volunteers to cheer and supervise along the route.

At the end of October, the BCSA hosted a **Family Halloween Party** with the support of the Huu-ay-aht First Nations Child and Family Wellness team. Families came to the school to play a variety of fun games, enjoy spooky stories, carve pumpkins, and play in the costume bin and photo booth. Many of our community's youth brought their younger family members to play, and clearly had a great time themselves playing laser tag and strutting their stuff in the costume contest.

On Halloween, the BCSA coordinates water taxis, school buses, businesses and families to create a community **Trick-or-Treat Extravaganza** for our children! Students move along a route through the community that takes in the West Bamfield Boardwalk (lined with elders in costumes

handing out candy), a visit to the Coast Guard station, snacks at the Bamfield Wreckage, a haunted house at the Hacas Inn, trick-or-treating in Upper and Lower Anacla, and fireworks at Pachena Beach.

In November, after a devastating series of deaths in the community, the BCSA hosted members of the Provincial Mobile Response Team for two evenings of community **Grief and Loss Support** circles. The sessions were well attended, with several parents and grandparents of students in attendance. The wonderful support workers left some helpful resources and contact information to connect people to regional mental health and loss support resources, and supported conversation about strategies to sustain personal and collective mental well-being in difficult times.

In December, the BCSA supported the BCS Teachers in hosting a **Winter Holiday Extravaganza** at the school, bringing families together for holiday-themed games, crafting, treats, and socializing.

On the January non-instructional day, the BCSA took the grades 3-6 class on a **Field Trip** to the Nanaimo Airhouse Trampoline Park, and the Port Alberni Harbour Quay.

In January, the BCSA participated in the national **Family Literacy Week** initiative, with the 2025 theme “Learning to be Green, Together”. We created a story walk on a local trail popular with families; sent materials home with students for an outdoor family scavenger hunt; hosted a Family Games Night with literacy games; and hosted the **Great Big Buddy Read**, which brought 15 community members to the school to read books about science and the natural world with a student.

From January to June, we hosted youth harm reduction workers from Adaps Alberni Valley Youth and Family Services to offer a **Youth Peer Support Training course**. All four of our grade 12 students participated, as did several out-of-school youth in the community. The course is designed to equip youth with the skills to support one another with mental health challenges, building empathy, confidence, and career skills for participants.

Through the winter and spring, our children and youth were experiencing and displaying significant dysregulation as an impact of deaths in the community. The BCSA was working closely with the School District and Huu-ay-aht First Nations to increase the availability of counselors and mental health practitioners to students at school. We also worked with the **Foundry** rural and remote team to promote the use of Foundry’s online resources to the youth. The BCSA completed a virtual and door-to-door **outreach campaign with BCS families** to share information and resources about the importance of sleep hygiene, strategies to keep kids safer online, and to raise awareness of available local and virtual supports for mental health and grief navigation.

In March, the community was host to the **Salty Hearts Music Festival**. The BCSA hosted youth harm reduction engagements leading up to the event, and consulted with festival organizers

about strategies to support a safe environment for the secondary youth who might wish to attend.

In April, we co-hosted the third annual **Hike to High Ground Tsunami Awareness Event** with the Bamfield Community Emergency Program and Huu-ay-aht First Nations. More than 110 community members, including all BCS staff and students, engaged in a practice drill and gathered at the fire hall for a community lunch and to learn about tsunamis, the history of tsunamis in our region, and community resilience to natural disasters from Huu-ay-aht knowledge keepers and emergency preparedness professionals from the Alberni-Clayoquot Regional District.

In April, the BCSA hosted two **Garden Work Bees** that overlapped with our after school programs, bringing people together across generations to pull invasive ivy and weeds, and to shovel and haul rocks to prepare the site of the new school medicine garden.

In April, we had the privilege of hosting a fantastic travelling dance troupe, **Dance Fachin**, who shared their multimedia, climate-justice focused theatrical dance performance *The Fourth R: Reduce, Reuse, Recycle, REVOLUTIONIZE!*, with our awed and delighted students and community members.

In May, we **hosted community basketball and Huu-ay-aht Culture nights** at the Community School during the temporary closure of the House of Huu-ay-aht for renovations, both community-driven programs which have great youth turnout and contribute significantly to family wellbeing.

During **SD70's Pride Week** at the beginning of June, our after school programs explored historical and contemporary queer leaders, and made colourful art celebrating diverse gender and sexual expressions.

In June, the BCSA's Community Librarian and Manager hosted a **Library Game Show** event for each class of the BCS to celebrate and reward the students' increased, respectful use of the library. Thanks to a grant obtained from *First Book Canada*, all students went home from the library celebration event with several books they'd selected for their home libraries.

At the end of the school year, we helped the BCS teachers and staff to host a **Year-End Family Lunch**, bringing families together in the school to celebrate our graduating Kindergarten class and all our students' hard work with a small ceremony and lunch.

In June, we had the privilege of supporting the **BCS Graduation**, liaising with the Bamfield Marine Sciences Centre to confirm the beautiful Rix Centre, helping with decoration and audio-visual set up, and hosting a youth-only **Graduation Party** after parents, community members, and delegates had departed.

At the beginning of July, we hosted the third annual **2SLGBTQIA+ Community Pride March and Celebration!** Approximately 40 2SLGBTQIA+ community members, allies, and BCS

students gathered for a pride walk along the Bamfield boardwalk, which culminated in a community potluck in the park, with fun activities and games, a youth-led performance and queer sing-along, and a big gay dance party.

In July, we hosted an all-ages **Archery Workshop**, an event planned in collaboration with the Youth Leadership crew. About 12 people from ages 5-50 participated.

Services

The BCSA is responsible for the management of the **Community Library**, which has a small but excellent selection of books for all ages and offers free community computer and internet access. More than 80 people used the library in the 2024-2025 school year.

The BCSA manages the **School Breakfast and Lunch Program**, ensuring breakfast snacks and a nutritious lunch is available to all students daily. This program is funded by SD70, Huu-ay-aht First Nations, and the BCSA. These activities are detailed in the annual Feeding Futures grant report.

The BCSA is involved in several **regional networks** and tables designed to reduce poverty, increase literacy, improve food security, and advocate for the needs of our community within the Alberni-Clayoquot Regional District and more broadly. These include: the Alberni-Clayoquot Health Network, Decoda Literacy Foundation, the Association for Community Education in BC, Farm to School, the Tamarack Institute's Western Canada Cohort, the Coastal Family Resource Coalition, Foundry, and Blue Schools Canada. Through these network-building opportunities, the BCSA Manager has advocated for in-school supports such as counselling, health services, and food sovereignty, resulting in collaborations with other non-profit organizations and increased services for the Bamfield and Anacla community, and the Bamfield Community School.

Budget

The BCSA received an operating grant of **\$46,920** from SD70 in 2024-2025 to support K-12 programming during the school year.

Core Staff Wages: **\$35,396.04**

Wages for BCSA Manager = \$31,900 (10 months of annual salary * 66% of Manager's time)

Wages for incoming BCSA Manager (training in June) = \$1,791.74

Wages for BCSA Literacy Outreach Facilitator to support the BCSA Coordinator to plan and facilitate children's programming, youth programming, and events for families = \$1,704.30

Insurance: **\$2,269**

Software (Adobe, Canva): **\$522.35**

Office Supplies: **\$1,123.61**

Children's Programming: **\$3,153.76**

Groceries for Children's Programming = \$123.64*

Supplies for Children's Programming (art supplies, games) = \$544.72

Supplies and Groceries for Family Events = \$615.67

Wages for Youth Program Assistants helping with After School Clubs = \$487.50

Honoraria for Knowledge Keepers supporting Children's Programming = \$150

Field Trips = \$667.23

"The Fourth R" multi-media theatre and dance performance by Dance Fachin = \$565

Youth Programming: **\$4,455.24**

Groceries for Youth Programming = \$366.32*

Supplies for Youth Programming (art supplies, games) = \$1,190.17

Red Cross Youth Babysitting Course = \$2,388.75

Wages and Supplies for Ceramics Program = \$250

Wages for Youth Program Assistant helping with Youth Programming = \$50

Sponsorship for secondary-aged youth to join paid BCSA workshops = \$210

**We were able to cover the cost of groceries for almost all of our recurring children's and youth programming through the Feeding Futures funding received from SD70, and reported on in the interim and annual Feeding Futures reports.*



PACIFIC RIM SCHOOL DISTRICT PUBLIC BOARD MEETING INFORMATION SHEET

Date: December 16, 2025
To: Board of Education
From: Paula Mason, Manager of Corporate Services
Subject: BCSTA Provincial Council and AGM

Background

All school boards in British Columbia belong to the British Columbia School Trustees Association (BCSTA). BCSTA is the provincial organization that supports elected school trustees and advocates to government on behalf of school boards across the province. Its role is to make sure the voices of local school boards are heard when the provincial government makes decisions about education.

BCSTA supports boards in several ways. It provides trustee training, governance and policy guidance, and information about changes in education law and funding. It also brings boards together from all parts of the province so they can share challenges and ideas and work together on common goals.

BCSTA also acts as a collective voice for school boards. When issues like school funding, student supports, transportation, staffing, or school construction are being discussed at the provincial level, BCSTA represents the concerns that boards raise from their communities.

Each school board appoints a trustee to represent them on Provincial Council. Provincial Council is made up of one representative from every board in B.C., along with BCSTA's elected leadership. Provincial Council meets during the year to guide BCSTA's work, approve its budget, and make sure decisions made by boards are followed through.

Once a year, trustees from across BC attend BCSTA's Annual General Meeting (AGM). This is where the most important decisions are made. At the AGM, trustees vote on motions submitted by school boards. These motions set BCSTA's priorities and decide what issues the Association will focus on when working with the provincial government.

Voting at the AGM really matters. When a motion is passed, it becomes BCSTA policy and helps direct what BCSTA works on during the year. The votes of trustees help determine which education issues are raised with government and how strongly they are pursued.

The AGM sets the direction for BCSTA's work, and Provincial Council helps carry out those decisions throughout the year. Provincial Council also provides a way for boards to stay involved between AGMs and to ensure BCSTA remains accountable to its members.

For the public, this means that when BCSTA speaks, it is speaking on behalf of elected school trustees from communities across British Columbia.

Discussion

At the most recent Provincial Council meeting, changes were discussed that will affect how voting will take place at the upcoming AGM in April 2026. These changes are intended to improve fairness, clarity, and transparency in how decisions are made on behalf of school boards across the province. BCSTA is seeking feedback from Boards of Education. The following are the proposed changes:

1. Tile the doors

This new rule would mean physically closing and guarding entrances to prevent anyone from entering or leaving during sensitive proceedings, especially voting (like secret ballots or standing votes) to ensure accuracy and prevent disruption. It's a procedural action to maintain order and integrity during crucial moments in large assemblies, ensuring only those present at the vote can participate.

2. Test the house

This new rule would limit the number of speakers at the mic if there were no opposition speakers (i.e. 20 speakers at the Pro mic and no one the con mic, this rule would then only allow the first 4 speakers to talk at the mic). The exact number is to be decided.

3. Limit amendments on the floor

This new rule would only allow for amendments to be previously submitted to the legislative committee before AGM and/or only allow for a certain number of amendments to happen on the floor. Exact timelines and numbers to be decided.

4. Time limit at AGM

What happens if we haven't completed our AGM during the time provided? How do we proceed? BCSTA would like a clear procedure for all members. This might be investing in online abilities or selecting representatives to attend a second AGM.

Next Steps

Provide Pacific Rim School District's feedback to BCSTA's Provincial Council for their next meeting.

Table of Partners Minutes

Wednesday, October 15, 2025 @ 9:30 am

Via Zoom on-line meeting

Members: Marcie DeWitt, ACHN Coordinator
Debra Hamilton, ADAPS Youth and Family Services
Natasha Dumont, Island Health
Vaida Siga, ACRD EA "C" Director
Rachelle Cole, BCEHS
Tish Bernard, Physiotherapist, Island Health
Helen Zanette, Trustee, SD70
Shawn Anderson, District of Ucluelet Councillor

Regrets: Penny Cote, ACRD EA "D" Director
Jude Newman, Citaapi Mahtii Housing Society
Samantha Barrowcliff, Community Health Services
Sasha Vison, Ridge View Health and Performance
Deb Haggard, CPA Councillor
Laurie Hannah, Westcoast Community Resources Societies
Brooke Wood, CBT, Rural and Remote Division of Family Practice

Guests: Cathy Homes, Regional Coordinator, United Way, BCCRN Regional Mentor,
Alberni Valley and Nanaimo
Caitlin Pitre, Personal and Program Manager West Coast Community Resources
Society
Faye Missar, Community Health Coordinator with Island Health

ACRD Staff: Jessica Spratt, Administrative Assistant

1. CALL TO ORDER

The Coordinator called the meeting to order at 9:35 am.

The Coordinator recognized the meeting is being held throughout the Nu-u-chah-nulth territories.

The Table took a moment to acknowledge Ellen Froid and her valuable contributions to our Network and the community, with gratitude for our in person acknowledgments to her at our September meeting.

2. APPROVAL OF AGENDA & MINUTES

The Agenda for the October 15, 2025 meeting was approved.

The Minutes of the September 17, 2025 meeting were approved.

3. ACHN Reports

a. Coordinator Update

- Continuum of Care Coalition and planning for youth worker position
- Poverty Reduction Action Plan one pagers
- Health Care Summits: Ensuring healthcare providers in Alberni Valley are aware of social determinants
- Planning for 2025 living wage calculation to be launched this Fall

b. Table of Partners Role and Responsibilities

- Outlining roles and responsibilities of The Table of Partners
- Recognition of The Table of Partners as a committee of the ACRD
- Responsible for governance and for the budget of the ACHN
- Responsible for setting strategic direction
- Inviting community contacts to share presentations when available

c. 2026-2028 Partner Recruitment

- ACHN package has been updated to include improved visuals and language as well as revised application page
- Deadline is Dec 10th in preparation for Dec 17th meeting

Distribution of recruitment material was approved
Vaida Siga arrived at 9:50am

4. ACHN Updates

a. Poverty Reduction Updates

- Poverty Reduction one pagers are with graphic designer and final copy should be ready for approval by November meeting

b. Childcare Advocacy

- Exploring both available and licensed spaces within the region
- Survey and phone calls conducted with initial service providers
- Province is tracking licensed spaces but challenges around recruitment and retention remains prevalent
- While the Childcare New Spaces Grant was successful, there appears to be limited focus on recruiting qualified applicants to fill the associated roles
- Upcoming meeting with Chief Medical Officer, Dr. Reka Gustafsen regarding data collected and disparity between provincial tracking vs. what is being tracked on the ground
- Ucluelet Economic Development Committee expressed interest in supporting childcare initiatives, particularly those addressing recruitment and retention challenges

Support for surveys and meetings with North Island College as well as ECEBE to explore meaningful childcare solutions for Ucluelet Economic Development Committee was approved

c. 2025 Living Wage

- 2025 Living Wage Calculation may be quite similar to our 2024 calculation as it was just complete in June.
- Changes regarding Government transfers available to families: Annual household income after tax \$64,585.00 but with government transfers, income is increased to \$74,700.67
- Annual after-tax income falls short of a living wage, and in higher-cost areas like Whistler, some families lose access to government transfers, further compounding affordability challenges

d. 2025 Point in Time Report

- Consistent with previous trends, the Alberni Valley homeless count has increased by nearly 20 individuals
- Point in time homelessness counts are limited regarding methodology and application, 24-hour period which does not give an accurate description or count as to how many people may be unhoused in the region

5. INFORMATION ITEMS

a. Regional & Member Updates

Caitlin Pitre

- Completed Critical Incident Stress Management training in Ahousaht and added 15 new people to the CISM team as well as successfully trained 20 new community members in Ahousaht on critical incident stress management. Next team meeting will be at the end of October
- Laurie and Caitlin presented at the Ending Violence Association's annual training forum in Vancouver, showcasing an animation designed to support more effective approaches to substance use, health challenges and gender-based violence. The animation is expected to be available for presentation at the next Table of Partners meeting

Cathy Homes:

- Attended the BCCRN conference in Vancouver last week and discussed supporting older adults in our community and exploring potential government resources. While details remain limited, further information is expected

Faye Missar:

- Currently working on a community alcohol strategy with District of Tofino as well as multi-use path safety work with District of Tofino

- Falls prevention workshop for older adults is available to all communities in the region
- Requested Dr. Enz to join a Table of Partners meeting to present updated local health area profiles

Marcie DeWitt:

- City West will be delivering a presentation on internet connectivity, highlighting challenges faced by rural and remote communities. A presentation is scheduled for November
- Collaborating with Alberni Valley Community Foundation on their 2026 Vital Signs report. A survey will be launch — please share widely with your networks

Helen Zanette:

- Policies will be available on the Pacific Rim School District website for a 30-day public consultation period
- Promoting greater engagement with Student Voice efforts
- Eighth Avenue Learning Centre continues to engage students through diverse, hands-on-approaches. Lessons are theme-based — for example, math is taught through cooking measurements — and the school partners with community organizations to deliver training courses on-site
- A new West Coast bus system added to West Coast transportation
- School district now running operation on the West Coast with seven new buses
- Registration required for buses within the district

Vaida Siga:

- Ucluelet’s new clinic officially opened on September 22, 2025
- UBCM officially approved the Inclusion of Rural Preceptorship Programming in BC’s Health and Human Services programs

Shawn Anderson:

- UBCM – discussions around responsible alcohol policy in Ucluelet were held and referred to staff for review. Recommendations from these discussions are expected to be adopted
- The 250-unit housing development at Minato Road in Ucluelet has progressed beyond the subdivision phase and PLA. Over 70% of the units will be affordable and attainable, supported through partnerships with BC Housing and CMHC
- The developer is working with Island Health to earmark multi-unit spaces for lease, providing accommodations for visiting specialists and practitioners — supporting improved access to remote care
- Efforts underway to have the DFO building near the lighthouse in Ucluelet divested. A business plan is being developed to establish a decarbonization hub and academic institution focused on sustainable ocean technologies

Debra Hamilton:

- A Youth Navigator has been hired and is now active in the role. This position is shared with WCRS
- The Youth Navigator provides 20 hours per week of engagement and support, helping youth access pathways to healthcare and education services. The role also includes reporting back to validate existing findings about the limited accessibility of these pathways on the West Coast
- Work is underway to expand Foundry services to West Coast communities through a hybrid and satellite delivery model
- At minimum an additional 15 Foundry Centers will be established under the Pathway to Hope initiative

Rachelle Cole:

- There appears to be a shift in substance use patterns on the West Coast
- August marked the busiest month for BCEHS on the West Coast in terms of call volume

Natasha Dumont:

- Reminder that it is vaccination season
- Island Health has been sending out covid and influenza vaccination to local pharmacies who are interested in participating
- A provincial Enhanced Family Health Visiting Program is in development, integrating nursing support and the nurse-family partnership. Full implementation is anticipated by April or May of 2026
- Kindergarten dental and vision screening will not take place this year. Vision screening is expected to resume in September 2026
- Public Health has launched its first donor breast milk bank in Campbell River

6. MEETING ADJORNED

The meeting adjourned at 10:43 am.

The next meeting of the Table of Partners will be held Wednesday, November 19, 2025 at 9:30 am.



Alberni-Clayoquot Regional District

MINUTES OF THE AGRICULTURAL DEVELOPMENT COMMITTEE MEETING

HELD ON TUESDAY, JULY 15, 2025, 12:45 PM

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

MEMBERS

PRESENT:

Tanya Shannon, Shannon Farms, Vice-Chairperson
Ann Siddall, Alberni District Fall Fair Association
Fred Boyko, Director, Electoral Area “B” (Beaufort)
Helen Zanette, SD70 Trustee
Erika Goldt, Eat West Coast
Cecilia Addy, Port Alberni Port Authority
Anna Lewis, Alberni Valley Food Security Society
Lisa Aylard, Alberni Farmers’ Institute, Stonehaven Farm
Sarah Rymer, Spirit Square Farmers’ Market
Wayne Smith, Alberni Farmers’ Institute
Amber Lamb, Feathers be Found

Ex-Officio Members

Pat Deakin, City of Port Alberni
Katie Miles, Coastal Roundtable Facilitator, Tofino Community Food Initiative
Penny Cote, Director, ACRD, Agricultural Advisory Committee

REGRETS:

Heather Shobe, Chairperson, Eden Tree Farm
Bob Collins, Arrowvale Farm
Patty Palmer, 4H
Kirsten Nesbitt, SD Healthy Schools Manager
Jen Cody, Nuu-chah-nulth Tribal Council Dietician
Thom O’Dell, Ministry of Agriculture & Food – Regional Agrologist
Kaley Ruel, Island Health Dietician
Larry McMahon, Agricultural Advisory Committee
Russell Dyson, Agricultural Advisory Committee
Robert Haynes, Agricultural Advisory Committee
Star Miklashek, Agricultural Advisory Committee
Ray Dol, Agricultural Advisory Committee

STAFF PRESENT:

Amy Needham, Sustainability Planner
Kristin Kerr-Donohue, Administrative Assistant

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/15-7-2025/>

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 12:45 pm.

The Vice-Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The Vice-Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff via Zoom.

2. APPROVAL OF AGENDA

MOVED: A. Siddall

SECONDED: A. Lewis

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Agricultural Development Committee Minutes – April 15, 2025

MOVED: S. Rymer

SECONDED: A. Lewis

THAT the minutes of the Agricultural Development Committee meeting held on April 15, 2025 be adopted.

CARRIED

5. PRESENTATIONS

a. Cynthia Dick, General Manager of Administrative Services, ACRD regarding AVICC and UBCM Deadlines and Processes (Presentation and Report)

b. Serena Manhas, Planner 1, ACRD regarding Area D (Sproat Lake) OCP Introduction and Engagement (Presentation)

Committee is requested to support the OCP process by answering the questions that were outlined in the staff presentation. A. Needham will forward a copy of the questions to the Committee with responses due by July 31, 2025, also available online [here](#).

Committee recommended that fisheries and forestry values are included in the agricultural conversation and engagement.

6. CORRESPONDENCE FOR INFORMATION

- a. **FARM TO SCHOOL BC**
2023-2024 Annual Report
- b. **ALBERNI VALLEY FOOD SECURITY SOCIETY**
Strategic Plan Summary
- c. **BC FOOD HUBS**
July Newsletter
- d. **BC MINISTRY OF HEALTH**
Farmers' Market Nutrition Program News
- e. **AGRISERVICE BC**
Islands Regional Newsletter – July 2025
- f. **HONOURABLE LANA POPHAM**
Copy of Letter from Minister of Agriculture and Food re: Farmgate Program Review

MOVED: A. Lewis
SECONDED: A. Siddall

THAT the Agricultural Development Committee receive items a-f for information.

CARRIED

After the July 15th Agricultural Development Committee meeting, staff received correspondence from the Minister of Health sent to ACRD Chair Jack on July 14th, in response to the ACRD letter dated June 3, 2025, regarding the Farmers' Market Nutrition Coupon Program. The correspondence indicated that the BC Association of Farmers' Markets received \$4.25 million from the Ministry of Health to continue the Farmers' Market Nutrition Coupon Program. The correspondence will be included in the ACRD Board of Directors agenda package for July 23, 2025, for their consideration.

7. REQUEST FOR DECISIONS

- a. **Request for Decision regarding Letter of Support for Farm to School BC**

MOVED: A. Lewis
SECONDED: S. Rymer

THAT the Agricultural Development Committee request that the Alberni-Clayoquot Regional District Board of Directors direct staff to write a letter to the Honorable Josie Osborne, Minister of Health, asking for Farm to School BC funding to be reinstated.

CARRIED

MOVED: H. Zanette
SECONDED: S. Rymer

THAT the Agricultural Development Committee request that the Alberni-Clayoquot Regional District Board of Directors direct staff to follow up on the response to the Letter of Support for Farm to School BC and if no response is received by September that ACRD participants at UBCM bring the issue forward with representatives from the BC Ministry of Health and

THAT the Letter of Support for Farm to School BC be forwarded directly to the EA Director for UBCM.

CARRIED

8. REPORTS

- a. Alberni-Clayoquot Regional District – A. Needham
- b. City of Port Alberni – P. Deakin
 - Cascadia Seaweed has large quantities of seaweed biomass left from their liquid kelp extraction process. Anna Lewis and the Alberni Valley Food Security Society helped to distribute this for use as fertilizer in the area this spring. If anyone is interested in using this product, or have testimonials of its application, please reach out to them.
 - Funding received for Marine Life and Cellulose Innovation Centre business case.
 - Worked with Deloitte Restructuring to ensure there were successful applications for the properties owned by the San Group. One company who will be operating out of the remanufacturing plant on Stamp Ave, IGV Housing Ltd., who build modular housing, also have ties to vertical food production in the UK. Will be reaching out to this company for more information on this side of their business when they are more established in Port Alberni.
- c. School District # 70 – H. Zanette
 - Two new daycares opening at Maquinna and Wood Schools in 2025/2026
 - 2025-2026 School-Year Budget passed
 - Learning on the Land program was very successful and will continue.
 - Board of Education Trustees sent a letter to Hon. Josie Osbourne, Minister of Health requesting the Farm to School program funding be reinstated.
 - Flourish, provide lunches for students in Sooke. Will share information with other school districts and organizations who want to bring healthy lunches to students.
- d. Ministry of Agriculture & Food – A. Needham for T. O’Dell
 - Investment Agriculture Foundation has a new grant opportunity for the Agricultural Water Infrastructure Program – up to \$100,000, with no cost matching requirement. Activities eligible for this grant funding are professional consultation services for the following: facilitation, project

- management, strategic planning, conflict resolution, or general assessment of water supply and demand.
- e. Alberni Farmers' Institute – W. Smith
- Loss of Bill Thomson brings food security back into the spotlight, he had a wealth of knowledge for new farmers and was a huge advocate across the province for agriculture. Also brings into consideration the potential loss of a buyer for hay producers in the area.
 - Participated in the Water Storage Workshop/Field Day on June 22 hosted by the BC Ministry of Agriculture and Food. Gained knowledge and would like to see more events like this in the future.
- f. Alberni District Fall Fair – A. Siddall
- Working with Nancy Wilmot to create new agriculture videos to display in the agriculture building at the Fall Fair.
 - Alberni Valley Fiber Guild, Alberni Valley Food Security Society, ACRD, Alberni Farmers' Institute, and some 4-H presentations will be included in the agriculture building, more room for others if needed.
 - Looking for volunteers from the agriculture sector to assist in the agriculture building.
 - Working on brochure with the AVFSS and Dock+, ACRD will assist to update the mapping.
- g. Alberni Valley Food Security Society – A. Lewis
- Farmgate+ application fillable form available on the AVFSS website now. If there are any farmstands that are known about, please reach out to Anna with that information.
 - Family Farm Day is coming together
 - Gleaning program has picked over 400lbs of cherries this year
- h. Eat West Coast – E. Goldt
- Louise Rogers from Tofino Farms, owned and operated at Long Beach Airport (LBA) producing in greenhouses for four years, will request to present at the ACRD West Coast Committee meeting on September 3rd requesting reasonable lease costs for agriculture lands at the LBA to support agriculture and food security in the region.
- i. Spirit Square Farmers' Market – S. Rymer
- Looking for more meat producers to attend the market, only one producer currently.
 - Looking for a Market Manager to take on the duties being covered by the current president.
- j. Port Alberni Port Authority, Dock + Food Processing Hub – C. Addy
- New member at the Dock+, Munch Gelato
- k. Coastal Foods Roundtable, Tofino Community Food Initiative – Katie Miles
- Good growing season on the West Coast
 - School in Ahousaht has revitalized their garden program. They have set up a greenhouse and are growing a lot of food. Hosting workshops for the community.

- District of Tofino is running a gardening focused kids camp, which sold out very quickly, lots of participation and interest.
 - Lots of effort going into educating the west coast community members on agriculture.
- I. Primary Agricultural Producers
- Shannon Farms – T. Shannon
 - Update that the Gather and Graze dining event has been cancelled due to scheduling conflict with the chef
 - Farm is busy working on their second cut of hay
 - Stonehaven Farm – L. Aylard
 - BC Cattleman Meet a Rancher event at Save-on-Foods on June 21 had a lot of interest in supporting local producers.
 - Alberni Growers’ Collective – Anna Lewis
 - Having a lot of success with sales at the market this year, selling out on a regular basis.

MOVED: A. Siddall

SECONDED: C. Addy

THAT the verbal reports a-l be received.

CARRIED

9. LATE BUSINESS

Question regarding involvement in the 2026 Island Ag Show, A Taste of the Alberni Valley. A. Needham will be reaching out to sub-committee participants in September to discuss options and securing product to showcase.

10. QUESTION PERIOD

Questions/Comments from the public. The Administrative Assistant advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

11. ADJOURN

MOVED: W. Smith

SECONDED: C. Addy

THAT the meeting be adjourned at 2:25 pm.

CARRIED

Certified Correct:

Tanya Shannon,
Vice-Chairperson

Kristin Kerr-Donohue,
Administrative Assistant



**PACIFIC RIM SCHOOL DISTRICT
POLICY COMMITTEE MEETING MINUTES
December 2, 2025, 3:30 p.m.
Administration Office Board Office, Port Alberni**

Cynthia Orr - Board Chair
Chris Washington - Vice Chair
Cherilyn Bray - Trustee
Pam Craig - Trustee
Janis Joseph - Trustee
Larry Ransom – Trustee (via Teams)
Helen Zanette - Trustee
Peter Klaver - Superintendent/Interim Secretary Treasurer
James Messenger - Assistant Superintendent
Jaslene Atwal - Director of Instruction, Human Resources
Michell Bennett - Director of Instruction, Inclusive Education
Lynn Brown – Manager of Mental Health
Alex Taylor – Director of Operations
Paula Mason - Manager of Corporate Services
Ryan Dvorak - ADTU President
Nadine White - CUPE President

1. Call to Order/Land Acknowledgement

2. Introductions

3. Approval of Agenda

Moved by: Trustee Bray
Seconded by: Trustee Orr

THAT the Board of Education approve the December 2, 2025 Policy Committee agenda as presented.

Carried

4. New or Revised Draft Policy / Administrative Procedures

4.1 Substance Abuse & Impairment

4.1.a Policy

Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.1.b Administrative Procedure

Trustee Craig thanked the staff for the comprehensive background reporting - it was really helpful to review! ADTU President Ryan Dvorak urges 2.9 to be considered as members report it is still an ongoing concern. Trustee Zanette asked if volunteers are included or should it be written into the document? Director Atwal; will check into that.

4.2 Respectful Workplace

4.2.a Policy

Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.2.b Administrative Procedure

Insert page break at 2.19. ADTU has already provided detailed feedback to Director Atwal.

4.3 Access to Schools by Outside Agencies

4.3.a Policy

Add a References and Resources section. Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.4 Physical Restraint and/or Seclusion of Students

4.4.a Policy

Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.5 Safe, Caring & Orderly Schools

4.5.a Administrative Procedure

3.4.7 references "fighting" but it does look like there's been a section related to fighting included. Add reference to the step of appealing to the Superintendent of Appeals in section 4.3.8.

4.6 Student Substance Abuse and Possession

4.6.a Policy

Edit reference to Safe, Caring 3.4.7 in the References and Resources section. Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.6.b Administrative Procedure

4.7 Child Protection

4.7.a Policy

Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.7.b Administrative Procedure

Make sure all legislation is referenced in the References and Resources section. ADTU President Dvorak suggested that we may need to include a mechanism to provide admin time i.e. "admins will support the reporting of..." He also recommended providing standard documentation sheet for teachers to use (template) to complete reports.

4.8 Vandalism of School Property

4.8.a Policy

Change Title (P). Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.8.b Administrative Procedure

"Small Depts. Court" - change wording to "legal redress"

4.9 School Bus Transportation for Extra-Curricular Activities

4.9.a Policy

Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.9.b Administrative Procedure

Delete repeated word ~~where~~ "where attendance is not mandatory"

4.10 Student Accident Injury Procedure

4.10.a Policy

Change last sentence word "Regulations" to "Admin Procedures". Change word "summoning" to calling 911 etc. Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.10.b Administrative Procedure

Remove reference to Bamfield "outpost hospital" - make more modern/respectful, Include West Coast General Hospital. Modernize language i.e. 1.1 "telephone numbers" change to contact info; 2.1 "excepting superficial scratches" 2.1/3.1.

4.0 title change "employer" to "district"

2.0 typo "guardians"

4.11 Equipment Lock-out

4.11.a Policy

Remove line "This policy outlines the regulations which determine specific lock-out procedures, and which provide for consequences in the event of non-compliance." Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.11.b Administrative Procedure

Update reference to "his/her" throughout the document. Update titles to current i.e. "foreman" "maintenance manager". Document numbering needs to be fixed.

2.4/2.5: make wording stronger to reflect "should not ever do this".

4.12 Communicable Diseases

4.12.a Policy

Change word "pupil" to "student". List out legislation in second sentence of Policy statement Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.12.b Administrative Procedure

This document may come back again after consultation period if feedback is received/required.

4.13 School Grounds Enhancement Projects

4.13.a Policy

Can we add reference to accessibility into the second line? Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.13.b Administrative Procedure

Add clarifying sentence under 1.0 heading and under 6.0 heading i.e. "school grounds enhancement plan must include". Change reference to SD70, replacing it with Pacific Rim School District. Add reference to drought-friendly plants in section 5.0. Add reference to accessibility in the last line of the first paragraph.

4.14 Field Trips

4.14.a Policy

Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.14.b Administrative Procedure

ADTU President Dvorak has a few questions that he'd like to go through one-on-one with Assistant Superintendent Messenger.

Page 116 (1.1) remove "teachers" "students, staff and volunteers"

2.1 add "guardians"

2.3 add that they should be an employee of the district with special knowledge of the circumstances required

Important to ADTU that the term "in loco parentis" remains in there

Page 126 - 4.2.1 Volunteers are under the direction of the ~~lead~~ educator in charge

Page 132 1.1 change wording "pupils" to "students"

Keep Table 1 and don't close ourselves off using an exhaustive prohibited list

4.15 Fundraising

4.15.a Policy

Page 207 - last bullet - add in sustainable practices / environmental practices". Moved to next Public Board Meeting for approval to go out for a 30-day public consultation period.

4.15.b Administrative Procedure

5. Policies to be sent to the Board for Approval to go out to Public Consultation

6. Policy/Admin Procedure out for Public Consultation

7. Forward to next Public Board Meeting for Adoption

7.1 Policies for Adoption

8. New Business

8.1 Policy Recommendation

The Committee agreed to have this topic moved forward to an upcoming Public Board Meeting for discussion. Trustee Bray requested that Policy 100: Trustee Code of Conduct also be discussed and possibly brought to the March Policy Committee Meeting for revision/review.

9. Future Policy/Administrative Procedures

10. Next Meeting Date

11. Adjournment

The meeting was adjourned at 5:19pm.

Board Chair

Secretary Treasurer