



Formal Call to Order – Secretary-Treasurer Lindsay Cheetham

Superintendent Greg Smyth assumes the chair

Election of Chair

- Superintendent calls for nominations for Chair of the Board
- Nominations close
- Election by secret ballot
- Ballots counted by Secretary-Treasurer
- Superintendent declares election of Chair

Chair assumes the chair

Determination of Vice-Chair Term of Appointment

As per Board Procedures, the Board may choose to elect a Vice-Chair or the Chair shall appoint trustees to serve as Vice-Chair on an equal-time, rotating basis.

Election of Vice-Chair – *if necessary*

Destruction of ballots

RECOMMENDATION:

It is recommended that the ballots be destroyed

Return to Regular Agenda

Call to Order – Board Chair

Questions of Agenda/Approval of Agenda for December 14, 2021

Conflict of Interest Declaration

- 1.0 Adoption of Minutes of November 9, 2021**
- 2.0 Announcements of the Chair**

- 3.0 **Good News from the Schools**
- 4.0 **Trustee Statements**
- 5.0 **Petitions/Delegations/Presentations - Nil**
- 6.0 **Staff Reports**

- 6.1 Superintendents Report

The Superintendent will provide his monthly report.

Greg Smyth

- 6.2 Committee Appointments for 2021

Committee Appointments for will be reviewed by the Board and appointments will be confirmed.

Greg Smyth

- 6.3 Expenditures for November 2021

RECOMMENDATION

It is recommended that the expenditures for the month of November 2021 be approved as follows:

Description	November
Supplies and Services	\$2,307,492.14
Salaries and Benefits	\$3,663,313.83
	\$5,970,805.97

RATIONALE

Trustees have reviewed the cheque listings.

Lindsay Cheetham

- 6.4 Statement of Financial Information

The Secretary-Treasurer will present the 2020-21 SOFI report.

Lindsay Cheetham

- 7.0 **Executive Committee Reports**

- 7.1 December 8, 2021.

- 8.0 **Unfinished Business/New Business - Nil**

- 9.0 **Policy Development**

- 9.1 Administrative Procedures – AP 1600: Complaints Against Staff or Volunteers

This Administrative Procedure has been revised, reformatted to include protocol on “Communicating Effectively” and reviewed by the Policy & Governance Committee of the Whole.

Greg Smyth

9.2 Administrative Procedures – AP 3119: Child Care

This Administrative Procedure has been revised and reviewed by the Policy & Governance Committee of the Whole.

Greg Smyth

10.0 Correspondence – Action Required

10.1 copy of letter from the NTC dated November 23, 2021 re: *USMA Canoes*.

10.2 copy of membership renewal for 2022 – *Alberni Valley Chamber of Commerce*.

11.0 Correspondence – For Information

11.1 copy of the Ha-Shilth-Sa dated November 4 and 18, 2021.

12.0 Board Committees

12.1. Policy & Governance COW – *minutes of November 30, 2021*.

13.0 Internal District Committees

14.1 BCSTA Provincial Council/VISTA – *Trustee Craig*

14.0 External or Community Committees

14.1 Port Alberni Museum & Heritage Commission – *Trustee Craig*

Audience Question Period

Adjournment

6.2

**COMMITTEE APPOINTMENTS
December 2020**

BOARD CHAIR: Pam Craig

VICE CHAIR:

June 30, 2021 - February 28, 2022	Trustee Washington
-----------------------------------	--------------------

LIAISON COMMITTEES:

BCPSEA Representative Council	Craig (Chair)
BCSTA Provincial Council/VISTA	Ransom/Craig
HR (ADTU, CUPE, MGMT)	Buchanan, Craig, Washington

DISTRICT COMMITTEES:

Indigenous Education Advisory	Craig, Watts
Teacher Pro D	Bennie
SSEAC	Buchanan
District Parent Advisory Council	Craig
Occupational Health & Safety (IC)	Buchanan

EXTERNAL/COMMUNITY COMMITTEES:

Agriculture Development Committee of the ACRD	Buchanan
Alberni Clayoquot Health Network	Washington
City of Port Alberni	Craig (Chair)
Clayoquot Biosphere Trust	Leslie
District of Ucluelet & Tofino	Leslie
Port Alberni Advisory Planning	Washington (Ransom - Alt)
Port Alberni Advisory Traffic	Ransom (Washington - Alt)
Port Alberni Museum & Heritage Commission	Craig

EXECUTIVE COMMITTEE MEETING

DATE:	DECEMBER 8, 2021
LOCATION:	BOARD ROOM
TIME START:	9:00 AM TIME END: 9:11M

ATTENDANCE LOG

Cindy Hewitt	Laurie Morphet	Marc Fryer
Lindsay Cheetham	James Messenger	Stacey Manson
Trisha Wilson	Peter Klaver	Nadine White
Barb Witte	Greg Smyth	Mike Gough

DISCUSSION ITEMS

GS	Nil
----	-----

SM	1.	<ul style="list-style-type: none"> 4th year nursing student Madison Forbes has completed her practicum and also created a video with Maisie Ruttan (Pediatric Sleep & Family Wellness Clinician) called <u>Supporting Sleep for Your School Aged Child!</u> (canva.com). SD 70 is one of four districts chosen to pilot a Just B4 program for four-year-olds. SS Coordinator Jen Penner will facilitate SS in the morning and the Just B4 in the afternoon (Mon-Thurs).
JM	2.	<ul style="list-style-type: none"> Appreciates all the work being done by staff around creative and innovative ways to connect with students. Lots of planning taking place regarding holiday season events. Working on a Anti-racism focus for the CI Day on January 28th. Pleased with Literacy/Numeracy networks.
LM	3.	
MF	4.	<ul style="list-style-type: none"> Marketing various countries Still receiving 2nd semester enquiries but unable to accommodate Receiving interest for September.
MG	5.	<ul style="list-style-type: none"> IT Dept is now fully staffed. Continuing to work through Help Desk tickets.
PK	6.	The Utility Custodian position will remain for the rest of the school year.
GS	7.	<ul style="list-style-type: none"> Decision to continue with student travel for field trips etc. during fuel restriction. Exploring solution to admin absence on the west coast. Greg Kitchen will remain at USS until January 15th.

NEXT MEETING: JANUARY 5, 2022

RECORDED BY: B WITTE

10.1



Nuu-chah-nulth Tribal Council

AHOUSAHT
DITIDAHT
ʔIIHATIS / ČIINAXINT
HESQUIAHT
HUPACASATH

HUU-AY-AHT
KA:YU:K'T'H'/CHE:K:TLES7ET'H'
MOWACHAHT/MUCHALAHT
NUCHATLAHT
TLA-O-QUI-AHT

TOQUAHT
TSESHAHT
UCHUCKLESAHT
YUUEU?E?ATH

P.O. BOX 1383
PORT ALBERNI, BC
V9Y 7M2

Tel: 250.724.5757
Fax: 250.723.0463

November 23, 2021

To: Greg Smyth, Superintendent – SD 70 (Pacific Rim);
Pam Craig, Chair – SD 70 Board of Education (Pacific Rim)

CC: Dave Maher, District Principal, Indigenous Education – SD 70 (Pacific Rim)

4690 Roger Street,
Port Alberni, BC
V9Y 3Z4

Re: USMA Canoe Shed

Dear Mr. Smyth and Mrs. Craig:

The Nuu-chah-nulth Tribal Council's Usma program is dedicated to supporting Nuu-chah-nulth children in care, their families, and the communities of Nuu-chah-nulth peoples. Recently, Usma has acquired 2 canoes to engage children in care and youth at risk in all areas where they reside within Nuu-chah-nulth hahahouthlee. These canoes will provide foundational supports to ensure that children stay connected to their culture during challenging times in their young lives. Also, it is intended to provide a way for those who are already distant to reconnect with their culture. Finally, they are also intended to prevent young people and families from the difficulties of having to place children outside of their immediate families.

I am reaching out for a request of space in which to keep these canoes. We have secured arrangements to build a structure to house them. The structure will be approximately 24' x 48' and will be built by students who are taking part in a trades sampler program with North Island College. It will be built in modules so as to be mobile and installed once a location can be found. What we are hoping is that School District 70 has space enough for a structure of this size to be placed.

If you do have space which may be available, Kelly Edgar, Usma Director, would be the point of contact to assist with answering questions and navigating particulars about an arrangement such as this.

Thank you for taking the time to consider this request.

Sincerely,

Ian Caplette,
NTC Director of Education, Training and Social Development
CC: Kelly Edgar, NTC Usma Director

10.2

Barb Witte

From: noreply@albernichamber.ca on behalf of Alberni Valley Chamber of Commerce
<noreply@albernichamber.ca>
Sent: Tuesday, November 30, 2021 7:58 PM
To: Info
Subject: Chamber Membership Renewal Notice

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Larry,

We appreciate your ongoing support of the Chamber of Commerce and because of that we are able to continue with our ongoing efforts to support the Business Community throughout the Alberni Valley. The last two years have been difficult for many yet we constantly learn of new initiatives from our Membership and frankly we're quite amazed at the overall resiliency found throughout the business community. Well done!

Please use the following link to renew your Chamber Membership for the period of Jan 1, 2022 to Dec 31, 2022:
http://albernichamber.ca/autologinurl/829/a-wL4V_0HdcjxWMBeKUpX0_QpCt6SQSW3B2MhUimfjE

Please do take a look at the updates we recently made on our vastly improved website. We note for your interest that each page of our website now features a random member profile along the bottom banner. If folks click on the banner they will be brought direct to the Member Listing found on our website.

Here is your member listing:
<http://albernichamber.ca/directory/school-district-70-pacific-rim>

We ask that you review the listing and advise us immediately of any errors or omissions. As well, should you have other pictures that you'd like to use please provide them to us at your earliest convenience.

We appreciate your ongoing support and we look forward to learning of more exciting things offered through your business. Please feel welcome to reach out to us should you ever require intervention assistance at any level of government.

Best regards,

Bill, Jen, Anita, Elliot and team at the Chamber of Commerce.



Policy & Governance Committee of the Whole Minutes of November 30, 2021

In attendance: Pam Craig, Chris Washington, Greg Smyth, Ryan Dvorak, Andrew Schnieder, John Bennie (via zoom), Steve Brown (via zoom), Darcy Phipps (via zoom)

1. Mr. Smyth presented a review of the Agenda
2. Business arising from past discussion
 - a. Policy 412 – Employee Reporting of Wrongdoing

This Policy was discussed last meeting, but is not required for Legislation until 2023. Mr. Smyth recommended the committee hold in abeyance in the interim.

- b. AP 3119 – Early Care and Learning

This AP has been reviewed and some revisions made and is ready to be inserted into the December 14th board meeting.

- c. AP 1600 – Complaints Against Staff or Volunteers

This AP has been revised, reformatted, and was presented for review.

3. Items going to Third Reading (final review) – none
4. Items going to Second Reading (feedback and edits) – none
5. Items considered for First Reading (intent, philosophy, edits)
 - a. AP 3101 Protocol for Visiting Professionals to Schools

Ms. Morphet explained her rationale for the complete revision of this AP.

- b. AP 3102 – Research and other Projects in Schools

Mr. Smyth presented this AP for review.

- c. Policy 210 – Superintendent of Schools

Mr. Smyth recommended this Policy be reviewed in early 2022.

d. AP 2110 – Appointments to Administrative Positions

Mr. Smyth recommended this AP be included in the December 14th Board Meeting for the Board to review.

6. Future Policy/Administrative Procedures - Nil

7. Next meeting – January 25, 2022