



**Call to Order – Trustee Craig**

**Questions of Agenda/Approval of Agenda for September 13, 2022**

**Conflict of Interest Declaration**

- 1.0 Adoption of Minutes of June 14, 2022**
- 2.0 Announcements of the Chair**
- 3.0 Good News from the Schools - Nil**
- 4.0 Trustee Statements**
- 5.0 Petitions/Delegations/Presentations**
- 6.0 Staff Reports**

**6:1 Audited Financial Statements 2021-22**

Lenora Lee from KPMG will present their report on the 2021-22 Financial Statements. The Assistant Secretary-Treasurer will follow up with her report and ask for a motion to approve the 2021-22 Financial Statements as presented.

*Lindsay Cheetham*

**6.2 Superintendent's Report**

The Superintendent will provide his monthly report including an enrolment update.

*Tim Davie*

**6.3 Minor Capital Program 5-Year Capital Plan**

The Director of Operations will present the 5-Year Capital for approval from the Board.

*Greg Roe*

**6.4 USS Project**

The Director of Operations will provide an update on the USS Project and plans for a Grand Opening.

*Greg Roe*

**6.5 National Day for Truth and Reconciliation**

The Superintendent will provide details on plans to acknowledge the National Day for Truth and Reconciliation in schools on September 30<sup>th</sup>.

*Tim Davie*

6.6 Ministry of Education's Student and Family Affordability Initiative

The Superintendent will report on the Student and Family Affordability Initiative.

*Tim Davie*

6.7 Expenditures for May 2022

RECOMMENDATION

It is recommended that the expenditures for the month of May 2022 be approved as follows:

| <b>Description</b>    | <b>May</b>            |
|-----------------------|-----------------------|
| Supplies and Services | \$2,413,050.21        |
| Salaries and Benefits | \$4,445,957.63        |
|                       | <b>\$6,859,007.84</b> |

RATIONALE

Trustees have reviewed the cheque listings.

*Lindsay Cheetham*

6.8 Expenditures for June 2022

RECOMMENDATION

It is recommended that the expenditures for the month of June 2022 be approved as follows:

| <b>Description</b>    | <b>June</b>           |
|-----------------------|-----------------------|
| Supplies and Services | \$2,191,878.13        |
| Salaries and Benefits | \$3,752,008.46        |
|                       | <b>\$5,943,886.59</b> |

RATIONALE

Trustees have reviewed the cheque listings.

*Lindsay Cheetham*

6.9 Expenditures for July 2022

RECOMMENDATION

It is recommended that the expenditures for the month of July 2022 be approved as follows:

| <b>Description</b>    | <b>July</b>           |
|-----------------------|-----------------------|
| Supplies and Services | \$2,560,506.87        |
| Salaries and Benefits | \$2,164,400.07        |
|                       | <b>\$4,724,906.94</b> |

RATIONALE

Trustees have reviewed the cheque listings.

*Lindsay Cheetham*

6.10 Expenditures for August 2022

RECOMMENDATION

It is recommended that the expenditures for the month of August 2022 be approved as follows:

| Description           | August                |
|-----------------------|-----------------------|
| Supplies and Services | \$1,453,919.68        |
| Salaries and Benefits | \$1,537,696.82        |
|                       | <b>\$2,991,616.50</b> |

RATIONALE

Trustees have reviewed the cheque listings.

*Lindsay Cheetham*

**7.0 Executive Committee Reports**

7.1 September 7, 2022.

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

**9.0 Policy Development**

9.1 Policy Discussion – P112: Trustee Code of Conduct

This Policy was served Notice of Motion on June 14, 2022 and is now ready for discussion.

*Tim Davie*

**10.0 Correspondence – Action Required**

10.1 copy of letter from Tessa Donald, resident of Ucluelet dated June 28, 2022 re: Community use of USS Tennis Courts.

**11.0 Correspondence – For Information - Nil**

11.1 copy of the Ha-Shilth-Sa dated August 25, 2022.

**12.0 Board Committees**

12.1 Education Committee of the Whole – *minutes of June 14, 2022.*

12.2 Committee of the Whole – Draft Calendar for 2022-23 – *attached.*

**13.0 Internal District Committees**

**14.0 External or Community Committees**

**Audience Question Period**

**Adjournment**



August 29, 2022

Ref: 283291

**To: All Board Chairs, Superintendents and Secretary-Treasurers**

Dear Colleagues:

Families across British Columbia are facing unprecedented global inflation challenges. I see and appreciate the remarkable work boards of education and school district and front line staff have done to support their communities navigate these pressures. To further assist with these efforts, I am pleased to announce our government’s \$60 million dollar Student and Family Affordability Fund for BC public schools.

We have heard you regarding the challenges and pressures families and your communities are experiencing. And we know we need to help as you collectively seek innovative ways to feed more children, help those needing school supplies and give families that extra help they need. The Student and Family Affordability Fund is designed to do just that. There is nothing more important than assuring students are supported in their learning journey in these challenging times.

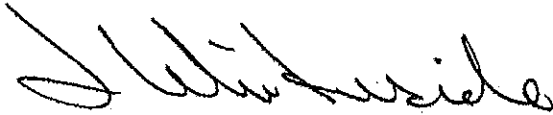
School districts and local schools know their student and family communities best. The Student and Family Affordability Fund is to be used to expand and enhance school meals and food programs, and support the provision of school supplies to students, directly offsetting costs to parents, guardians, and students. Districts may also use the fund to offset fees related to the learning experience, such as the cost of field trips, to ensure that all students can participate in such opportunities. Existing mechanisms. Such as school district hardship policies, should be utilized when allocating the funding.

Meaningful engagement with your First Nation partners and Indigenous groups will be critical to the success of this program. Please also ensure you connect with your local DPAC. Barrier-free access to this program in a stigma free manner is key to ensuring students and families get the support they need, and I thank-you in advance for your work in this regard. More details are already available from the Ministry team members to explain the details around the Student and Family Affordability Fund and more will follow this week.

.../2

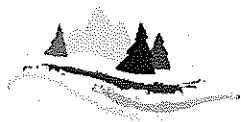
Thank you for the hard work you and your teams have done over the summer to prepare schools for the upcoming year, and I want to assure you I have always kept your needs top of mind as together we navigate the important work of providing students and their families the necessities they need to thrive and succeed.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Whiteside". The signature is fluid and cursive, with a large initial "J" and "W".

Jennifer Whiteside  
Minister

pc: Christina Zacharuk, Deputy Minister, Ministry of Education and Child Care  
Chris Brown, Assistant Deputy Minister, Resource Management



**BOARD OF EDUCATION**  
Pacific Rim

**PUBLIC BOARD MEETING**

**Information Sheet**

**DATE:** [OBJ] September 13, 2022

**TO:** [OBJ] Board of Education

**FROM:** Tim Davie, Superintendent / CEO

**SUBJECT:** Executive Committee Minutes

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**Background**

Per Policy 200: Executive Committee (P), the Board delegates to the Executive Committee, within the terms of applicable legislation, Board policy and / or specific Board direction, the day-to-day management of the district.

Section 1.0 Meetings, subsection 1.2 reads "Minutes of the meeting will be made available to the Board."

The following information reflects the minutes of the September 7, 2022, Executive Committee Meeting.

**Update**

Call to order: 9:00 AM

Chairperson: Tim Davie, Superintendent / CEO

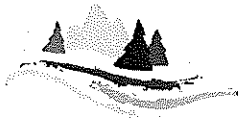
Attendees: Ryan Dvorak, President, ADTU; Nadine White, President, CUPE (Canadian Union of Public Employees) 727; Andrew Schneider, Vice President, CUPE 727; Peter Klaver, Assistant Superintendent; Trisha Wilson, Executive Assistant, HR; Michell Bennett, Director of Instruction, Inclusive Education; James Messenger, Director of Instruction, Learning and Innovation; Stacey Manson, District Principal – Community Development (Early Years); Jaime Hansen, District Principal, Indigenous Education; Greg Roe, Director of Operations; Mike Gough, Manager, Information Technology



Regrets: Lindsay Cheetham, Secretary-Treasurer; Sean Petersen, President PRPVPA; Marc Fryer, District Principal, International Education

1. Territorial Acknowledgement shared by James Messenger
2. Welcome and Introductions – Round table
3. Agenda
  - i. Round table check-in and pertinent information sharing
    - Michell Bennett
      - Work has been taking place to fill EA positions and Support Staff postings.
    - James Mesenger
      - Gratitude and appreciation to employees and Staff for work that was conducted over the Summer
      - IT and Operations teams for getting Ucluelet Secondary School up and running for September 6 start up.
      - The curriculum team met, and reviewed feedback as received in the Spring – direction for clearer reporting and assessment procedures.
      - The Framework for Enhancing Student Learning document is being worked on. This framework was presented in the Spring to Union Stakeholders and other partner groups.
      - District ‘experts’ around MYED have retired and the district is training a new crop of MYED users with the assistance of Nadine Doucette.
      - Professional Learning plans are being rolled out in the goal area of Numeracy, with presentations by Carol Fullerton
        - Modelling numeracy assessment in the classroom.
      - Work is being conducted around the Indigenous Graduation requirement.
    - Stacey Manson
      - Pleased with the change of Ministry title to the Ministry of Education and Child Care
        - New facilities are being opened at Maquinna Elementary, John Howitt Elementary, and Ucluelet Secondary.
    - Jaime Hansen
      - Staff new to their positions are getting to know their roles and responsibilities.
      - Special Meeting of the Indigenous Education Advisory Council taking place on the afternoon of September 7 in the Boardroom on the topic of ‘Student and Family Affordability Fund’ recommendations for distribution
        - Some participants to attend virtually from West Coast communities.





- Barb Ross
  - The Finance team is wrapping up the year-end financial statements
  - The district is sitting on \$92,000 in surplus.
  - The district audit shows the district to be following Ministry compliance expectations.
- Greg Roe
  - The Communicable Disease and Prevention Plan has been updated and posted on the district website
    - No new controls are being put in place. Similar guidelines as to the Spring.
    - Encouragement to follow handwashing etiquette and stay home if not feeling well.
  - Transportation is up and running
    - A few more stops have been added with some pick up and drop off times being adjusted.
  - Ucluelet Secondary School Occupancy Permit has been received.
  - A new daycare facility will be added to Wickaninnish Community School.
  - Looking to fill some custodial positions
    - Full-time at Ucluelet Secondary School.
    - Looking to fill casual custodian positions in the Valley.
- Mike Gough
  - There has been an influx of work orders for IT over the past week, as employees are returning to work.
  - The IT team is looking at new hardware purchases for the classroom.
  - Ucluelet Secondary school connectivity issues are being sorted out.
- ADTU (Ryan Dvorak)
  - Startup went “freakishly” smooth
  - No end to jobs for people that wanted them
  - Question re: School Security
    - Schools were locked during COVID
    - This is no longer a COVID requirement
    - What will be the practice in schools going forward? Main entrances open and other doors locked?
  - Group discussion
    - Concern regarding international incidents in schools
    - What will the district be doing from a security perspective?
    - Concern that people may access the buildings
    - We are in a transition phase and should bring this up with P/VP’s



- What will be the practice for families accessing childcare? I.e., Tsuma-as Elementary.
- Receptionists had to get up and go open doors. Disruption.
- Some schools where secretaries do not have sight lines to the doors.
- What access do schools have to cameras?
- From a risk management perspective, literature states that threats rise when people feel disconnected from community. Need to ensure people feel welcome to mitigate risk.
- When a decision is made, we need to communicate this to employees.
- Admin should have a conversation with clerical.
- CUPE (Nadine White)
  - Two concerns
    - ADSS Start up memos were left to Admin and Secretaries.
      - Should be a Board Office responsibility.
    - Childcare Centers
      - Why are members not working at these sites?
  - Bamfield Community School is getting a lot of new student enrollments.
    - Putting additional pressure on staff.
- ii. Student and Family Affordability Fund review / discussion
  - Review of announcement by Minster Whiteside.
  - Review of 'Current K-12 Programs in Schools Providing Support to Students/Families' table as collated by Peter Klaver.
    - Nations on the West Coast put funds forward for lunch programs.
    - Reminder that this fund is intended to be an extension beyond support that is already in place. Not a replacement fund.
    - Can be onerous and awkward to manage.
    - Admin will appreciate guidance.
- iii. Update – Manager of Administrative and Contract Services, Communications, and Governance search
  - Information regarding the Manager position was shared with the Committee.
  - Posting closes on September 8, with shortlisting to occur.

Adjournment at 9:58 AM.

112: SCHOOL TRUSTEE CODE OF CONDUCT (P)

Approved: 99 03 23  
Amended: 18 06 12

**PURPOSE**

**Trustees uphold the District’s Mission, Vision, and Values, abide by Board policies and decisions, and commit to a Trustee Code of Conduct which reflects the Board’s recognition and respect of the public’s trust in the Board as elected representatives. The Board of Education believes individual trustees must adhere to the highest ethical standards in their dealings with fellow Trustees, school communities, rightsholders, and citizens.**

The rights, powers, duties, and liabilities of the Board rest only with the legally constituted Board as a whole, and ~~Board members~~ **Trustees** exercise their powers and responsibilities as a ~~matter of public trust, and only when the Board is officially in session. not with Committees if the Board or with individual trustees.~~ **The Board and its individual members will endeavour to operate in an ethical and businesslike manner. It is expected that Trustees work in a spirit of harmony, respect, and co-operation, where all personal interactions and relationships are characterized by mutual respect, which acknowledges the dignity and affirms the worth of each person.**

**POLICY**

~~The Board has established the following Standards of Conduct to help provide the conditions necessary for effective Board operations:~~ **In carrying out the role of Trustee, the Board expects Trustees will:**

- 1. 1 ~~Board members will seek to~~ **Establish a district culture which will that fosters student achievement, and which will provides an atmosphere where each student can reach his/her full potential**
- 1. 2 **Discharge the responsibility of being an advocate for children by always making fair and inclusive decisions that are in the best interests of children.**
- 1. 3 ~~Board members will strive to~~ **Provide effective and credible service through the devotion of appropriate time, thought and study to their the duties and responsibilities of a Board member in order to ensure the district is well governed, well maintained, fiscally secure, and operating in the best interests of those they serve.**
- 1. 4 **Conduct business in accordance with Robert’s Rules of Order, and the laws, rules and regulations governing education in B.C.**

1. 5 ~~Trustees will all~~ **Observe** proper decorum and behavior as well as encourage full and open discussion in all matters with their fellow trustees. ~~Board members will endeavor to work with fellow trustees in a spirit of harmony and cooperation in spite of differences of opinion that may arise during debate.~~
1. 6 ~~Trustees must~~ **Represent** the best interests of the entire district. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs.
1. 7 ~~Trustees may~~ **Speak only** about what the Board has decided, and individuals may state the reason for their vote. However, trustee interaction with public, media or other entities shall recognize the same limitation as the inability of any member of the Board, except for the chair, to speak for the Board.
1. 8 ~~Board members will not use the schools, school or district equipment or any part of the school program for.~~ **Resist every temptation and outside pressure to use the Trustee position for** personal advantage or the advantage of friends **or any other individual or agency apart from the total interest of the District.**
1. 9 ~~Trustees will not disclose the confidential business of the Board.~~ **Keep in confidence any personal or confidential information obtained in his or her capacity as a Trustee and not disclose the information except when required by law or authorized by the Board to do so.**
1. 10 **Consider information received from all sources and base individual decisions upon all available facts while maintaining confidentiality of privileged information.**
1. 11 ~~Board members will be mindful of legislation governing conflict of interest and will avoid placing themselves in positions of conflict of interest.~~ **Declare any conflict of interest as stated in the *School Act*, and shall not participate in, vote on, or exert influence on, any decision in which the Trustee has any interest.**
1. 12 **Not withhold or conceal information that may have a material impact on the deliberations of the Board or Administration of the District.**
1. 13 **When the Board is to decide upon an issue about which a member has an avoidable conflict of interest, that member shall absent him/herself without comment from not only the vote, but also from the deliberation.**

1. 14 ~~Trustees' interaction~~ Interact with the Superintendent or with staff shall recognizing the lack of authority vested in individuals except when explicitly authorized by the Board.
1. 15 **Attend to the governance role of the Board avoiding involvement in District operations.**
- ~~1. 16 Board members will Endeavor to remain informed concerning provincial and national developments in education.~~

**The Board will follow establish procedures to provide for the resolution of conflicts among Trustees and to enforce the Code of Conduct and, where necessary, impose sanctions on Trustees who violate the Code of Conduct.**

## **112.1 RESOLUTION OF CONFLICT**

**Disputes occur regularly and are an expected part of human interaction. Disagreements among Trustees and with the Superintendent similarly occur from time to time. Left unattended, disputes may lead to conflict that interferes with Board governance and Board-Superintendent relations. The Board regards conflicts as normally occurring and as opportunities to increase understandings of differences, enhance working relationships and improve individual performance. Collaborative, inclusive, fair, and developmental conflict resolution processes are based on the following interpersonal relational norms:**

- **Appreciation for the contribution of others**
- **Openness to diverse views and new ideas**
- **Respectful and emotionally safe interpersonal relationships**
- **Open and honest contributions to discussions**
- **Positive group dynamics (tone, body language), and**
- **Focus on the group task**

### **1.0 CONFLICT RESOLUTION EXPECTATIONS**

**The Board has determined the following conflict resolution expectations. These expectations are intended to be restorative, to encourage learning, flexibility, and responsiveness, and to avoid procedural rigidity.**

#### **1.1 Understanding**

**Disagreements present opportunities to seek additional information and create new understandings. Processes need to encourage inquiry and the development of new and shared understanding.**

#### **1.2 Timelines**

**Conflicts should be addressed as soon as possible and not left unattended to grow and impact unnecessarily on others and the work of the Board.**

#### **1.3 Fairness**

**Processes need to be open and equitable extending opportunities for participation in problem identification and generation of solutions.**

#### **1.4 Focus**

**Resolution processes and communications need to focus on issues and outcomes not people. The expectation is to build the team and enhance Board governance.**

**1.5 Respect**

**Interactions must be characterized by care and regard for the individual, empowerment, and appropriate confidentiality.**

**2.0 CONFLICT RESOLUTION PROCEDURE**

**Trustees and the Superintendent are encouraged to adhere to the conflict resolutions expectations:**

- 2.1 Attend to the conflict, disagreement, or dispute within 7 days of becoming aware of the issue.**
- 2.2 Address the issue with the individual directly with a view to resolving the matter privately.**
- 2.3 Where a resolution is not found privately and there continues to be merit in seeking resolution, bring the matter to the attention of the Chair or, where the Chair is absent or the conflict involves the Chair, the Vice-Chair, who shall;**
  - Within 14 days, take steps personally to inquire about the conflict with each individual involved;**
  - Seek to resolve the conflict in consultation with the individuals involved; and**
  - Treat the conflict and information surrounding the conflict confidentially.**
- 2.4 Where the Chair is unable to resolve the conflict, there continues to be merit in seeking resolution. With the agreement of the involved individuals in respect to timing and external consultant, the Chair may engage an external consultant to resolve the conflict.**
- 2.5 Where the consultant is unable to resolve the conflict within 28 days, there continues to be merit in seeking resolution. With the agreement of the individuals, the Chair may bring the conflict to the attention of the Board in a Closed Meeting.**

**The Board shall:**

- Within 14 days, initiate steps to inquire about the conflict with each individual involved;**
- Seek to resolve the conflict in consultation with the individuals involved; and**

- **Treat the conflict and information surrounding the conflict confidentially.**
- 2.6 Where the Board is unable to resolve the conflict within 28 days and there continues to be merit in resolving the conflict the Board may, by motion of the Board made in a Closed Meeting impose a resolution to the conflict. The resolution shall be included in the public report of the Board on the Closed Meeting and the matter shall be closed.**



## **112.2 ENFORCEMENT OF THE TRUSTEE CODE OF CONDUCT**

The Trustee Code of Conduct requires that each Trustee commit to the highest ethical standards in their dealings with fellow Trustees, the school community and all citizens of the District. The Board expects each Trustee to adhere to the Code of Conduct in carrying out the role of Trustee. The Board recognizes that Code of Conduct infractions vary in their intent and severity and has established both formal and informal enforcement procedures that attempt to be restorative rather than punitive.

### **5.1 Notification of an Alleged Breach of the Code of Conduct**

**51.1 A Trustee or the Superintendent or, in the case of a breach of confidentiality the Secretary-Treasurer, shall in confidence bring the alleged breach of the Code to the attention of the Board by notifying the Chair or, in the absence of the Chair, the Vice-Chair who in such instances shall undertake the responsibilities of the Board Chair.**

**51.2 Notification of the Board Chair shall be made in writing and within 7 days of the Trustee or Superintendent first becoming aware that the alleged breach has occurred. The notification shall include: the name of the Trustee who is alleged to have breached the Code; the alleged breach or breaches of the Code; information as to when the breach came to the individual's attention the grounds for the belief of the individual that a breach of the Code has occurred; the names and contact information of any witnesses to the breach or any other persons who have relevant information regarding the alleged breach or any other persons who have relevant information regarding the alleged breach; and, the signature of the individual alleging the breach of the Code.**

### **5.2 Informal Code of Conduct Enforcement Procedures**

**5.2.1 The Chair, on his/her own initiative, or at the request of the Trustee, Superintendent or Secretary-Treasurer, who alleges a breach of the Code has occurred, may meet confidentially and informally with the Trustee who is alleged to have breached the Code, to discuss the breach. The Chair shall bring the allegation of the breach to the attention of the Trustee and discuss sanctions to address the breach as an infraction and/or measures to correct the offending behavior.**

**5.2.2 The sanctions or measures to address the alleged breach as an infraction may include a warning, an apology, or an agreed-upon consequence which may include that the Trustee engage in professional development.**

- 5.2.3 The agreement of the Trustee that the infraction of the Code occurred and with the sanctions or measures imposed shall be reported to a Closed Meeting or Closed Session of the Board and not further action in respect to the infraction shall be taken.**
- 5.2.4 Refusal of the Trustee to agree that the infraction occurred or with the suggested sanctions or measures may result in the allegation of a breach of the Code being elevated by the Chair or the Board to the Formal Code of Conduct Enforcement Procedures.**

### **5.3 Formal Code of Conduct Enforcement Procedures**

- 5.3.1 In the absence of informal resolution of the alleged breach and within 14 days of receiving the notification of the alleged breach, the Chair shall compile the information obtained in the originating notification of the alleged breach and any actions the Chair may have taken to address the allegation and make a confidential report to the Board in a Closed Meeting or Closed Session. The Chair's report to the Board shall include the Chair's recommendation in respect to the merits of the Board conducting an investigation into the alleged breach of the Code.**
- 5.3.2 The Board, by motion, shall within 14 days of receiving the report of the Chair, confirm or reject the recommendation of the Chair to conduct an investigation of the alleged breach of the Code.**
- 5.3.3 Where the Board determines that an investigation should be made into the alleged breach of the Code, within 28 days of receiving notification from the Chair of the alleged breach, the Board shall by any appropriate means, including engagement of an independent investigator by the Superintendent, make inquiries into the alleged breach. On the basis of the results of the enquiry, the Board shall by motion decide whether the Trustee has breached the Code and impose sanctions appropriate to the severity of the breach.**
- 5.3.4 The Trustee alleged to have breached the Code shall not vote in respect to a motion to undertake an investigation of the alleged breach nor vote in respect to a motion to confirm the alleged breach or impose sanctions.**

### **5.4 Sanctions for Breach of the Code of Conduct**

**Where the Board determines that a Trustee has breached the Code, the Board may censure the Trustee or, where the infraction includes the failure to maintain the necessary confidentiality of information, bar the Trustee from attending all or part of a Meeting of the Board or a Committee of the Board and the Trustee shall not receive any materials that relate to that meeting that are not available to the public.**

**These sanctions are not intended to limit any other response, action or remedy that the Board may decide to take or pursue.**

- 5.4.1 Upon the Board determining that a Trustee has breached the Code and any sanctions to be imposed:**
- **The Board shall give the Trustee written notice of the determination and sanctions;**
  - **Provide the Trustee with 14 days to make written submissions to the Board regarding the determination and/or sanctions;**
  - **After considering the submissions, the Board shall confirm or revoke a determination within 14 days of receiving the submissions;**
  - **If the determination is revoked, the sanctions are revoked; and**
  - **If the determination is confirmed, the Board shall confirm, vary or revoke the sanctions.**
- 5.4.2 Where a breach of Sections 1.1 to 1.15 inclusive of the Code has occurred, sanction of a Trustee shall be undertaken by the Chair writing a letter of censure marked “personal and confidential” to the Trustee in question. This action shall be reported at the next Open Meeting of the Board.**
- 5.4.3 For a second occurrence, a motion of censure shall be presented against the Trustee in question, at an Open Meeting of the Board, unless to do so would require a disclosure of confidential information other than a previous letter of censure.**
- 5.4.4 For a third and subsequent occurrence, a motion to remove the Trustee in question from one, or more, or all Board appointments shall be presented at an Open Meeting of the Board.**
- 5.4.5 Where there has been a failure to maintain the confidentiality of information and a breach of Section 1.9 of the Code has occurred, in addition to the above sanctions, the Board may bar a Trustee from attending all or part of a Meeting of the Board or a Committee of the Board. When a sanction has been imposed that bars a Trustee from attendance at a Meeting of the Board it is considered to be an absence authorized by the Board.**

Chair and School Board Trustees  
School District 70  
Pacific Rim, Port Alberni

June 28, 2022

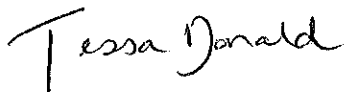
Dear Trustees,

As you are aware the recent construction efforts to bring a new high school to Ucluelet have been met with both relief and excitement by the residents of both Tofino and Ucluelet. However, for those in the community that have relied on the access to the only fenced asphalt tennis court it was shocking to discover the dismantling and repurposing of the playing surface during high school construction. There was no community consultation with residents and to suddenly have the tennis courts alienated by construction activities seemed heavy handed and short sighted. To be blunt, we want our tennis courts back.

A recent petition of a small sample of racquet sport enthusiasts in Ucluelet has yielded at least 20 plus signatories respectfully requesting a reinstatement of the playing surface upon construction completion. Please see attached. The fenced playing surface was utilized by tennis players, ball hockey enthusiasts, young families teaching their children to bicycle in a safe off road area and pickle ball enthusiasts.

As a young family who cherish their community and the limited recreational amenities it offers I believed it was imperative to galvanize and demonstrate the community support for the continued access to tennis courts at the high school. Please consider this request and inform us in writing when you believe the courts will once again become playable.

On behalf of the petitioners,



Tessa Donald  
PO Box 1058  
Ucluelet, BC  
V0R3A0

CC: Superintendent of Schools SD 70  
Westerly News Paper Ucluelet  
Ucluelet Mayor and Council

We the undersigned residents of Ucluelet BC respectfully request School District 70 Pacific Rim to restore the 2 tennis courts at Ucluelet Secondary School which were recently decommissioned without any community consultation.

| Name             | Address                  | Signature and Email (optional) |
|------------------|--------------------------|--------------------------------|
| Travis Jones     | 1358 Edwards Place Uclue |                                |
| Penny Jones      | 1358 Edwards Place Uclue |                                |
| Peter Timmerman  | 1958 Bay                 |                                |
| Kathy Dellow     | 1880 Cedar Grove Place   | Kathy Dellow                   |
| 5 Barb Schramm   | 1958 BAY ST.             | B. Schramm                     |
| Lue CHAPPELIER   | 554 Marine Dr            |                                |
| LINDA ERICKSON   | 1158 Rupert Rd           | L. Erickson                    |
| Roger Pelosi     | 1055 HELEN RD.           |                                |
| LYNDA PELOSI     | 1055 HELEN RD            | L. Pelosi                      |
| 10 ARV HASSE     | 1370 EDWARDS PLACE       |                                |
| Rick Williamson  | 1158 RUPERT ROAD         | R. Williamson                  |
| Bronson Kidd     | 596 PENNINGTON RD        |                                |
| Chris Johnston   | 378 Marile Dr.           |                                |
| Tim Kuyt         | Salmon Beach             |                                |
| Tessa Donald     | 62 Thorton Rd Ucluelet   | T. Donald                      |
| Carvin Donald    | " " " "                  | Carvin Donald                  |
| Silvia Kingsley  | 479 orca cres.           |                                |
| Brett Buirs      | 1762 Cedar Rd            |                                |
| Mearnon Williams | 4-1792 St. Jacques Blvd  |                                |
| Liza Hutton      | 1388 Pine Rd.            |                                |
| Lana Mackay      | 1183 Helen Rd.           |                                |
| Sabrina Girard   | 253 Bandwalk Blvd        |                                |
| Arnand Agemi     | " " "                    |                                |
|                  |                          |                                |
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**Education Committee of the Whole  
Minutes of June 14, 2022  
School Board Office and via Zoom**

**In attendance:** Pam Craig, Rosemarie Buchanan, Sandra Leslie, John Bennie (via Zoom), Larry Ransom (via Zoom), Helen Zanette, Ryan Dvorak (via Zoom), Greg Smyth, James Messenger, Andrew Schneider

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**AGENDA**

**1. Introductions**

**2. Shared Learning**

- School-based literacy and numeracy leads Brittney Bordal (AES) and Tannis Seredick (WES) shared some highlights from the work being done in their schools and with the District Literacy and Numeracy Networks.

**3. Information**

- Reporting Policy Update
- Alternate Program Transitions – Greg and James updated the committee regarding ongoing discussions about the process by which students enter EALC.

**4. Discussion**

- Strategic Plan 2022/23
  - Well-being Data – MDI and Student Learning Survey results 2021/22
  - MoE-compiled Framework for Enhancing Student Learning (FESL) data
  - Next steps in preparing both Strategic Plan 2022 and Report to the Minister (September) and

**5. Question Period**

**6. Future topics**

**7. Next meeting**

- September 2022

## Policy 130: Committee(s) of the Whole

### Recommended 2022-2023 Meeting Framework

#### Introduction

Policy 130, Committee(s) of the Whole, specifies the following:

- 2.1.1 (a) Committee of the Whole meetings will be held quarterly, with additional meetings as necessary. Generally, meetings will not be scheduled in December, March, July, or August unless requested by the committee chairperson.
- 2.1.1(b) The schedule of meeting dates will be confirmed by the Board at the September Board meeting.
- 2.1.2 Committees of the Whole will be chaired by a Trustee.

#### Education Committee –

Mandate: To discuss and make recommendations to the Board of Education on matters related to general education directions and to provide regular reports to the Board on education programs, services and learning outcomes.

Recommendation: Meet two weeks prior to the upcoming Board of Education Meeting so district staff and schools may prepare presentation.

Meeting Dates and Potential Topics: (Four)

- September 27
  - Start Up update
  - School Plans Update
  - Literacy Goal Area Update
  - Numeracy Goal Area Update
  - Social Emotional Learning Update
  - September 30 Truth and Reconciliation Events Update
- November 29
  - Inclusive Education Update
  - Compassionate Learning Systems
  - School Presentations
  - Reminders
    - World Teachers' Day
    - World Mental Health Day

- February 28
  - District Programs Updates (International Education, Indigenous Education, Eighth Avenue Learning Center)
  - Assessment and Reporting Update
  - Local School Calendar Update (must be approved and submitted to the MoECC by March 31)
  - Reminders
    - Pink Shirt Day
    - Black History Month
    - Nominations for the Premier's Award of Excellence
    - International Day for the Elimination of Racism Discrimination
  
- May 30
  - NOII Grant Updates
  - District Committee Reports
  - Safe Schools Report
  - Anti-Racism / Race Relations Report
  - Truth and Reconciliation Update

**Policy Committee –**

Mandate: To discuss and make recommendations to the Board of Education on matters related to policy and administrative procedures.

Recommendation: Back-to-back months so proposed reviews and drafts may be presented and discussed at the next month's Board Meeting, with public consultation process may being initiated at the Board Meeting, if desired.

Meeting Dates: (Six) Note: (Two additional dates deemed necessary for 2022-2023)

- September 20 – Committee review and recommendation (editing or addition)
- October 18 – Committee review of October 4 DRAFT
  - For November 8<sup>th</sup> Public Board Meeting
  
- January 17 - Committee review and recommendation (editing or addition)
- February 21 - Committee review of January 3 DRAFT
  - For the March 14 Public Board Meeting
  
- April 18 - Committee review and recommendation (editing or addition)
- May 16 - Committee review of April 4 DRAFT
  - For the June 13 Public Board Meeting



## **Finance and Operations Committee –**

**Mandate:** To discuss and make recommendations to the Board of Education on matters related to finance, business, facilities, and operations.

**Recommendation:** One week prior to the upcoming Board of Education Meeting with carry forward to Agenda Setting for Public Board meeting

**Meeting Dates and Potential Topics (additional dates to be added as required for the Board Budget deliberation process): (Four)**

- October 4
  - Enrollment and Facilities Update
  - Proposed Budget Timeline for 2023-2024 to be presented to the Board
  - Elections Process Update
  - First Quarter Financial Reports Presented
  - Audited Financial Statements
  - Allocation of Surplus discussion
  - Exempt Compensation Reporting
  
- January 3
  - SOFI Report
  - Funding Update (Update on the District Operating Grant and Classroom Enhancement Fund Submission)
  - Amended Annual Budget (Second Quarter Report)
  - DRAFT Budget Calendar (for information)
  - Transportation Review/Update
  
- April 4
  - Annual Facilities Grant Submission Update
  - Next School Year Budget Discussion Continued (enrollment projections and expected expenditures)
  - Preliminary Budget Presentation
  - Capital Plan Presentation
  - Reminders
    - World Autism Day
    - Earth Day
  
- June 6
  - Third Quarter Financial Reports Presented
  - Capital Projects Report

- Reminders
  - National Indigenous Day
  - Pride Month

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