



**Lochside Elementary Parents Advisory Council (LEPAC)
Minutes
1145 Royal Oak Drive**

January 16, 2019

Attendance:

Co-Presidents: Megan Mbao, Nicole Whitsitt
 Vice President: Kirsty Hooker
 Treasurer: Chad Linger
 Secretary: Heather Gale
 Heather School Coordinators: Tina Lazruk, Jodi Holland
 COPAC Representative: Marissa Cameron, Reet Dangerfield
 Internet Safety Coordinator: Trish Jackson Mitchell
 Directors at Large: Leanne Quon-Turpell, Liz Matthews
 Principal: Tom Vickers
 Vice Principal: Joan O’Leary
 Susan Taylor
 Jasmine Gudavicus
 Sonja Kerr
 Meghan Butler

Regrets:

Volunteer Coordinator: Amy Campbell

Guests:

Call to Order 6:33

Items to Discuss	Action Items
<p>Welcome, Introductions and Thank yous</p> <ul style="list-style-type: none"> • We would like to welcome Mr. Tom Vickers to our school as Lochside’s new Principal! We are very happy to have you come join our community. We are very proud of our school and the culture here and hope you feel very welcome. We look forward to getting to know you and working with you. • Thank you to Marissa and her team for putting together the gingerbread house and organizing the Food Drive and Kirsty for preparing the food hampers. • Thank you to Kirsty and Christy for all time and effort put into getting the next term of fun lunches set up. • Thank you to all the staff for their hard work in preparing for and presenting the Winter Concert, it is always a highlight. And thank you to Nicole and team for recording and preparing the USB’s with the concert on them. • Joan thanks Krista for replenishing the emergency lunches 	
<p>Correspondence</p> <ul style="list-style-type: none"> • Letter from Mrs. Takhar’s class to say thank you for the seaquarium • Card from Heather Dalziel to thank LEPAC for the teacher budget/allowance 	



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<p>Approval of October 2018 Minutes Motioned – Trish Seconded – Kirsty Approved</p>	
<p>Admin Report: Tom Vickers, Joan O’Leary See Attached Report</p> <ul style="list-style-type: none"> • Wants communication to be as effective as possible. Communication is highly valued and has met with various groups and committees already. • Tom believes in a balanced approach to technology. Is in communication with the district about technology. • Discussed expectations with grade groups using a presentation of pictures • Values following the BC Food and beverage guidelines for the classroom (eating a rainbow) • Technology – Want to take care of the kids in the area of technology. Tom met with Tech Committee (staff) – there needs to be scope and sequence about how they are teaching digital citizenship. They will keep us informed along their journey. Wants to be a leader in this area. • Parking Lot: This needs to be addressed from a safety point of view. Tom has started the discussion and things will need to change. • Two Stars and a Wish: Reflect on what you think is going well, and what is a wish you have for the school. Drop off with Kitlin if you wish. Results will be shared next month. • Joan received this lovely message in a card, to pass on to the Christmas Giving Committee: “Thank-you for being thoughtful and giving my family and I this gift. We all feel grateful, splendid and appreciated what you did. Thank you soooooo much - Gratefully, from XXX” This message was written by the children of one of the families we supported at Christmas. • Thank you to Joan’s support in helping Tom’s transition to our Lochside Community • Thank you to PAC for meeting with you. • Tom is happy to be at Lochside and has always wanted to be here. 	
Reports/General Business	
<p>President’s Report: Megan Mbao & Nicole Whitsitt</p> <ul style="list-style-type: none"> • Meeting with Tom where Nicole and Kirsty introduced themselves and hear about some initiatives in the school. • Shared 3 issues of the parking lot, internet safety, and lunchtime monitoring. • Presidents will meet with Tom monthly before LEPAC meeting. • Gaga Courts: Request for funding from Administration \$3,000 	



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- Version of dodge ball that is multi age. The rubberized ball never leaves the floor/court. Want to put at bottom of primary playground. Will take about 6 weeks to get in.
- Motion to provide \$3,000 to fund 2 GaGa Courts. The district will provide installation.
- Motioned: Liz
- Seconded: Marissa
- Tom would like more yellow bikes. Tom can purchase 1 out of his budget (\$700) and is requesting the LEPAC to purchase 1 or 2 more. Original ones were bought out of equipment budget.

Treasurer: Chad Linger

1. Cash balance is healthy. Details are as follows:
 - a. Gift Cards - Country Grocer \$457.92
 - b. Petty Cash \$1950.75
 - c. Gaming account \$9,870.92
 - d. General account \$21,477.71 (Cleared \$24,151.24 o/s chq. of \$2673.53)
2. Gaming grant - only payment has been a deposit for the Maple Man
3. Fun Lunch Program - Total net proceeds received less expenses to date total \$5,850.91.
4. Halloween Dance net proceeds was \$4,169 - \$1,169 more than the budget
5. Monk School Supplies Order amount received was \$1298.45 less than in the prior year of \$1,616 and less than budget of \$1,500
6. Book Fair net proceeds was \$1477.34 which is roughly \$200 more than the Fall 2017 fair. Total budget is for a surplus of \$2,000 - with the Spring fair we will likely end up in the \$2,500 range resulting in a \$500 surplus over the budget.
7. Budget for the year was to break-even. There is roughly a \$3,400 surplus over the budget related to events that have been completed (Halloween Dance, School Supplies Order, Holiday Book Shop, Popcorn Days - \$1700) and expenditure that no longer need to be funded from the General account (Maple Man and Artist in Residence - \$1700)
8. Addition Fun Lunch deposits for January onward are expected as well as the Coupon books

Internet Safety Advisory Council: Trish Jackson Mitchell

- Had a great meeting with Tom today
- Student presentations by Telus Wise are happening Friday.
- The parent presentation will be next Tuesday
- Would like guidelines and best practices
- Will be talking to the district again soon
- A survey will be going out to BCCPAC
- The Ministry of Education wants to be part of this survey



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<ul style="list-style-type: none"> • Constable Riley was also back in in December to talk to the grade 4/5s 	
<p>Volunteer Coordinator – Amy Campbell</p> <ul style="list-style-type: none"> ○ No report 	
<p>Healthy School Coordinators: Jodi Holland & Tina Lazaruk PAC Update – January 2019</p> <ol style="list-style-type: none"> 1. Games in the Gym – Tuesdays and Thursdays, 8-8:30 am. Parent Volunteers sign –up using Sign-Up Genius. Would like to encourage Grade 4/5s to volunteer in the gym. 2. Triathlon Club for grades 3-5, spring 2019. We are looking for volunteers for a coach and team manager. 3. World Cups Soccer Festival: April 19-20, 2019 4. TC 10k Thrifty Foods Kids Run: April 28, 2019; \$15 if register before Jan. 31, then \$20. We would like to encourage the cross-country team to sign up. 5. Spring Fling May 9, 2018– looking at healthy options, potentially using the Claremont Catering Programs 	
<p>COPAC Rep: Reet Dangerfield & Marissa Cameron Trustee Update: <i>(from Victoria Martin and Alicia Holman)</i></p> <ul style="list-style-type: none"> - Victoria Martin, Chair of Board of Trustees, is entering budget advisory process and trustees will meet with COPACS Jan. 30th to discuss 2019/20 budget for all SD63 - province will be using a new formula to re-disperse funds allocated to each district to make it more equitable, not sure yet how this will look but trustees are hopeful district may be in a position to look at restoring some programs that have been cut in the past - Alicia Holman, Central Saanich Trustee, open to new discussions about any issues, please feel free to contact her <p><u>Saanich Teachers Association (STA) Update:</u> <i>(from Don Peterson)</i></p> <ul style="list-style-type: none"> - expressed potential concerns about the new funding formula the province is using to make districts more equitable, could potentially hurt our district, we will have to wait and see what is announced in March 2019 - entering bargaining process with teachers because teacher contracts are up in June 2019 <p><u>District Update:</u> <i>(from Superintendent, Dave Eberwein)</i></p> <ul style="list-style-type: none"> - currently undergoing district-wide technology review 	



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- doing a comprehensive review of all tech infrastructure, including back-end servers, getting away from open source technology, moving towards Microsoft Office platform/Word/Excel/SharePoint etc.
- Sangha has launched - this is the new communication tool to update families about emergencies, extreme weather, etc that will affect their school and parents are to make sure their contact info is up to date for it
- Mark Fraser is retiring soon and will be replaced by Paul McKenzie (coming from ON)
- French Immersion program entry for Kindergarten at Keating and Deep Cove will be moving to lottery, if they are over capacity

COPACS Update: *(Lochside represented by Marissa Cameron and Reet Dangerfield)*

- through ongoing discussions between Lochside Internet Safety Committee and the district, the district was able to correct a problem with filtering inappropriate image content in google (safe-search was only being applied to text searches and not to image searches) and this issue is now fixed for all SD63
- January 16th - PAC Chair meeting with Lana Popham
- January 23rd - Kindergarten information night 7pm at Sidney Elementary
- March 2nd - VI Parent Conference at Belmont - submit email by Feb 2nd to COPACS with representatives from Lochside wanting to attend (COPACS will fund 2 people from each school)

Other Business

- Save around Coupon books update
 - Sold approx. 100 coupons, last few orders (payments) are still trickling in.
 - Reminder notes sent to families to request return of overdue unsold coupons (12%) that must be returned to Save Around.
- Meeting with Lana Popham Jan 16, 2019. She met with representatives from the south of our school district. Advocated for more budgetary requirements. Need more lunch supervision, internet safety, earthquake preparedness and how schools either have a lot or none. The desire of PAC to be the representation of the parent voice as opposed to the group who fundraises. There are schools that don't have a strong PAC and they are then at a disadvantage as PAC is funding essential things that should be funded publicly.
- Kirsty – Fun Lunch update. Orders are similar to fall. There are 9 between now and June.
- Nicole approached by Cordova Bay Fastball Association, wants us to advertise on weekly update. The program is offered for free. Tom said yes to putting it into Newsletter.



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• Lochside Apparel – to run again in first 2 weeks of March.	
New Business	

Next Meeting – Wednesday February, 2019 @ 6:30pm

Adjourn 7:46pm