



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

May 15, 2019

Attendance:

Co-Presidents: Megan Mbao, Nicole Whitsitt
 Treasurer: Chad Linger
 Secretary: Heather Gale
 Healthy School Coordinators: Tina Lazaruk
 COPAC Representative: Marissa Cameron, Reet Dangerfield
 Internet Safety Coordinator: Trish Jackson Mitchell
 Volunteer Coordinator: Amy Campbell
 Directors at Large: Liz Matthews
 Principal: Tom Vickers
 Vice Principal: Joan O’Leary
 Areli Hermanson
 Mei Wang
 Joanne Lum
 Susan Taylor

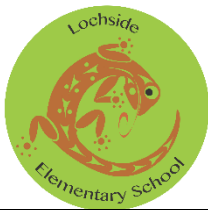
Regrets:

Healthy School Coordinators: Jodi Holland
 Vice President: Kirsty Hooker

Guests:

Call to Order 6:35

Items to Discuss	Action Items
<p>Welcome, Introductions and Thank yous</p> <ul style="list-style-type: none"> • Thank you to Stephanie and Nicole for heading up Teacher Appreciation this week. It takes a lot of man hours but we love to be able to show our amazing Lochside Staff how much we appreciate them • Thank you to Joan O’Leary and all the volunteers who took part in the Skip A Thon • Thanks to Admin for bringing in Shannon to present to parents • Thank you, Admin and Staff, – it is such a privilege to work with a community that has such care. We are grateful for the support you always give. We always feel like the door is always open. It is nice to know that our voices are always valued 	
<p>Correspondence</p> <ul style="list-style-type: none"> • None 	
<p>Approval of April 2019 Minutes Motioned – Trish Jackson Mitchell Seconded – Amy Campbell Approved with Changed to Carolyn and Healthy</p>	
<p>Admin Report: Tom Vickers, Joan O’Leary See Attached Report Appreciations</p>	



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- Joan for Skip A Thon
- Thank you for the Teacher Appreciation. Staff is feeling valued
- Thank you to volunteers. Tom is amazed by the number of Volunteers
- Thank you PAC for the presentation at the Kindergarten Orientation
- Tom appreciates VIP parking is gone
- Tom appreciates the financial support that goes to the school
- The AGM reporting out is beneficial
- Thank you to Joan for the support and all she does

Discussion of Information Items

- 4 Kindergarten Classrooms (building to -1, i.e. 19 kids as opposed to 20)
- 6 Multi-age intermediate classes
- 10 Divisions Gr 1-3 (still in progress)

Information Items

- School Planning Day (PAC Calendar, Wishlist)
 - Wishlist is generated
- Classroom Configurations
 - As Above
- Bell Schedule
 - See below
 - More outside time, less eating time
- After School Care
 - Talked to Secretary-Treasurer about concerns about the proposed daycare spaces, S-T wants consultation before moving ahead
 - Concern with the shared spaces for the multi-ages
 - LEPAC has concerns that the spaces will not solve After School care capacity issues, as grant is primarily for daycare
- Courtyard Irrigation
 - Grounds repaired irrigation paid for by LEPAC. Costs are coming back to LEPAC for fixing irrigation (i.e. blowing at beginning of year etc)

TIME	ACTIVITY
8:20 - 8:35	Playground Supervision
8:35	Warning Bell
8:40 - 11:14	Instruction
11:14 - 11:54	Play Period



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11:54 - 12:14	Lunch Eating Period	
12:14 - 1:??	Instruction	
1:?? - 1:??	Recess	
1:?? - 2:48	Instruction	
2:48 - 3:08	Playground Supervision	
Reports/General Business		
President's Report: Megan Mbao & Nicole Whitsitt		
<ul style="list-style-type: none"> • BCCPAC Conference Update <ul style="list-style-type: none"> ○ Well attended conference ○ Great keynote speakers ○ Did presentation on Internet Safety that was well received <ul style="list-style-type: none"> ▪ Ministry needs to step up and outline a minimum standard ○ Kindergarten Orientation <ul style="list-style-type: none"> ▪ LEPAC gave presentation about LEPAC and the purpose 		
Treasurer: Chad Linger		
Overview:		
<ol style="list-style-type: none"> 1. Cash balance is healthy. Details are as follows: <ol style="list-style-type: none"> a. Gift Cards - Country Grocer \$740.98 b. Grant - TD \$500.00 c. Petty Cash \$2,920.25 d. Gaming account \$6,495.92 e. General account \$32,539.30 (Cleared \$337,601.70 less outstanding transactions of \$5,062.40) 2. Gaming Fund- Remaining Payments <ul style="list-style-type: none"> Field Trip (\$6,330) <ul style="list-style-type: none"> i.Expected surplus to carry forward \$165.92 3. Expected cash balance at the end of the year is expected to be just over \$12,000. Balance at the beginning of the year was \$12,564. 4. Fun Lunch Program - Total net receipts in excess of expenses to date total \$16,822.40 .Expected remaining expenses of ~\$3,000 (2 months x \$1500) for a net surplus of around \$13,800 - in line with the budgeted surplus of \$13,000 5. Scholastic Book Fair - final book fair raised a net \$1,289.66 for LEPAC. Combined for the year the net receipts in excess of expenses total \$2,698.48 which was \$698.48 in excess of the budget of \$2,000 for the year. 6. Grade 5 fundraising to date has raised \$3500 (Purdy's, Used Clothing, Tree Chip, Bottle Drive) <ul style="list-style-type: none"> .Hoodie Sales of \$2,059.50 - less \$1,600 expense to reimburse <ol style="list-style-type: none"> a.Remaining \$459 to be used towards year books. 		



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<ol style="list-style-type: none"> 7. From the completed events there is roughly a surplus of \$3,300 8. Total Proceeds to date \$31,150 <ul style="list-style-type: none"> .Projections of remaining revenue budget lines - net decrease of \$1,300 : <ol style="list-style-type: none"> i.Fun Lunch - \$1,700 in additional expenditures ii.Smile Card - \$400 in remaining proceeds (4 months x \$100 = \$400) a.Expected total proceeds for the year \$29,850 9. Total Expenditures to date excluding Gr 5 funds held in Trust \$13,423 <ul style="list-style-type: none"> .Projection of remaining expenditure budget lines \$14,005 <ol style="list-style-type: none"> a. Additional Gaga ball funds \$907 b. AV funds of \$1600 c.Expected total expenditures for the year \$29,935 10. Overall net projected deficit of \$82 for the year. Original budget was for a year end operating deficit of \$530. Budget of expenses is conservative as it assumes full expenditure of all expenses line items which may not happen. 11. In general this has been a successful year with about \$2,500 in additional funds raise by the LEPAC from events during the year than what was budgeted for. Fun Lunch Program, Halloween Dance and the Book fair have been very successful due to the dedication of the volunteers that put the events on. 	
<p>Volunteer Coordinator – Amy Campbell</p> <ul style="list-style-type: none"> • Recruited Volunteers for Skip-A-Thon 	
<p>Internet Safety Advisory Council: Trish Jackson Mitchell</p> <ul style="list-style-type: none"> • Meeting last week with the members of the teacher lead technology committee. • Discussed their scope and sequence plan and they are looking at philosophy and foundation of technology as a whole. Looking for parent feedback on this. • District is rescheduling as they could not attend this meeting. 	
<p>Healthy School Coordinators: Jodi Holland & Tina Lazaruk</p> <ul style="list-style-type: none"> • Thank you to all the volunteers for all the volunteers that helped make Games in the Gym happen. • Screen Free – Admin suggests a Screen awareness week, maybe it is a Bingo game for doing non-screen activities. It's for a discussion for next year for the plan. 	
<p>COPACS – Megan Mbaio</p> <ul style="list-style-type: none"> • COPACS last meeting of year May 9, 2019 • Voted in Next year's Executive • Cody Henshal talked about IT • Paul McKenzie also talked about his history and education background aong with his goals for the future. 	
<p>Other Business</p> <ul style="list-style-type: none"> • 	



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New Business	
○ Passion Sports – sold about \$2100 about Lochside branded apparel this past school year. We have \$200 in kind donation for school logos	

Next Meeting – Tuesday June, 2019 @ 6:30pm
Adjourn 7:55pm