



**Lochside Elementary Parents Advisory Council (LEPAC)  
Minutes - September 19, 2018  
1145 Royal Oak Drive**

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**Attendance:**

Co-President: Megan Mbaio  
Treasurer: Chad Linger  
Heather School Coordinator: Tina Lazaruk  
COPAC Representatives: Reet Dangerfield & Marissa Cameron  
Internet Safety Coordinator: Trish Jackson Mitchell  
Directors at Large: Leanne Quon-Turtle, Liz Matthews  
Volunteer Coordinator: Amy Campbell  
Principal: Erika Moser  
Vice Principal: Joan O'Leary  
Susan Taylor  
Tiffany Congdon  
Meghan Birch  
Mark Birch  
Jasmine Gudavicius  
Christine Fayle  
Russ Kerr  
Will Yang  
Anya Rodenburgh Yang

**Regrets:**

Co-President: Nicole Whitsitt  
Vice President: Kirsty Hooker  
Secretary: Heather Galey  
Healthy School Coordinator: Jodi Holland

**Guests:**

**Call to Order 6:30pm**

**Welcome & Introductions**

- Thank You
  - Thanks you to the executive members starting this year, for your commitment to the school and for all your hard work getting things going this September.
  - Parent Packages - thanks to everyone who helped out!
  - Our wonderful admin for participating in our LEPAC meetings and hearing the parent voices on issues impacting our school community.

**Correspondence**

- None

**Approval of June Minutes**

Leanne Quon-Turtle Motioned, Marissa Cameron Seconded

**Principal's Report**

Thank you for the help packaging the welcome back package, Kitlin was very appreciative. Thanks you to the parents who welcomed families back to school and also welcomed the new Kindergarten families after gradual entry.

School Goals:

Goal 1: To foster mental wellness and emotional literacy of all students through positive relationships and social responsibility.

Goal 2: To improve students' ability to use a variety of written formats to exchange information, relate experiences, reflect and share learning, including use of digital tools as a means of writing.

Current School Structure:



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- 20 Divisions: 422 students; Music Teacher and 2 French Teachers
- Over 120 English Language Learners: 2 staff
- District Learning Support Team: 4 staff
- Lochside Learning Support Team: 4 staff

### School News

- RRR Program: Litterless Lunches
  - Encourage all families to send as little litter / packaging in lunches as possible. Improvement has been seen but there is still a ways to go.
- Safety: Health and Drills: Joan
  - Fire Drill held in Sept
  - 3 kinds of drills held during the year – fire, earthquake and lock down.
  - Going to do Wellness Weeks
    - Hydration
    - Mindfulness
    - Exercise
    - Sleep
- K-2 will be participating in a program through PISE around physical literacy on Wednesdays
- Open House / Welcome To Lochside BBQ – Thursday, Sept 20 5:30 to 7:00pm.
  - Hoping for good weather but if it rains the BBQ will move to the gym.
- Terry Fox – Friday Sept 21 at 10:00am
  - Volunteers to serve fruit?
- Crossing Guards, Peacekeepers & Lunch Monitors
  - Grade 4-5s are working with Tara Rothwell, Ms Norris, Ms Seabrooke and Admin to be trained for these roles
- Extra Curricular Activities
  - Have not started yet but soccer and chess are coming soon
- Lochside Staff Wish list Request
  - Thanks for considering the requests from admin and staff
  - Thank you to LEPAC for the new audio system for the gym, will do a demonstration after the meeting. Thrilled with the new system, working wonderfully well
  - Very thankful for the bottle filling stations, are working very well and the students love them.
- Claremont Halloween Event Oct 25-26th

### Reports/General Business

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#### **President:**

- Role of LEPAC
  - Megan gave an overview of some of the many activities that LEPAC does over the year.
  - She emphasized that while many of the activities do raise funds for the school, that is not the most important role for the PAC. Our mission really is to bring the voice of the parents to the school / administration to ensure that our perspective is taken into account as decisions are being made that impact our schools and our children.
- Halloween Dance
  - Claremont offered to donate a portion of their proceeds if we didn't have our own event (our original date conflicted with theirs)



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- Do a less scary event early in the evening just for younger kids, then the older kids come later
- Have decided to move our event to October 18 so that it doesn't conflict
  - Community building event more than a fundraiser, so we'll go ahead with ours
  - Important to set the stage for a strong community event early in the year
- Claremont has offered for us to keep half the proceeds if we sell tickets to their event
  - Megan will follow up with Mike
- **Parking**
  - Feedback / concern from parents about the staff parking lot in the back and parking in general
    - Joan will be more present in the back lot and has been coaching staff
    - Concern expressed at the meeting about the afternoon pick up in particular and parents using the staff lot
  - Megan will reach out to the police liaison as has witnessed cars running the red light, perhaps can bring back the sign that displays speed
- **Fence Along Lochside Drive (West side of the school)**
  - A fence was discussed last year as a result of safety concerns due to the proximity to the road / trail and out of a desire to have children be able to use the forested area for play during recess.
  - Megan reiterated that LEPAC only wants the fence put in place if the forested area can be kept as part of the school grounds, ie, the fence would be placed along the road.
    - If, due to the school property line, the fence can only be placed on the school side of the forest, thereby eliminating access to this area, then LEPAC would prefer this section of the school remain unfenced.
- **Staff / Admin Wish List**
  - Able to fund the whole wish list this year

**Treasurer**

- Financial position is good, budgeted revenues are in line with what was earned last year for the various fund raising activities
  - Fun lunch budget has been increased to account for the extra fun lunches being done this year. This accounts for about half of our fundraising revenue.
- Have included the visual portion for the new AV system in the budget (\$10,000), but this will require fundraising or grant money (Telus grant application has been submitted)
  - Hoping to raise the money this year so that could be done over the summer in time for next year
- Expenses show annual recurring items as well as the one time wish list items received from the staff/admin this year. Amount of the wish list is slightly higher than last year.
- Expecting to have a budget close to break even, currently budgeting a \$500 deficit but have been conservative with the revenue estimates
- Have not had gaming funds confirmed but believe that the amount will cover most of the cost for the artist in residence as well as bussing for field trips.
- Megan presented a motion to present the budget for voting at the next meeting, as presented. Moved by Marissa Cameron, seconded by Liz Matthews.
- Megan thanked Chad for his work in putting the budget together.

**Volunteer Coordinator – Amy Campbell**



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- Thanks to everyone who has volunteered so far, have a class rep for every class
  - Reps are already working on lining up volunteers for hot lunch
- Healthy Schools Committee is looking for additional committee members and someone to help with the fruit and veggie program (1-2 times per month)

**Healthy School Coordinator: Tina Lazark**

- Active Transportation to School
  - Walking Wheeling Wednesday being promoted now
  - October 1-5, will be having Walk and Wheel to School Week in conjunction with Saanich and the CRD. Will be promoting the "Active and Safe Routes to School"
    - Encouraging parents to drop their children off nearby and have them walk
- BC Fruit and Veggie Program
  - Ongoing, 1 to 2 times per month. Volunteers needed!
- SPUD Fundraiser
  - Ongoing, online program
  - Applies to bundles of produce
- Fresh to You Fundraiser
  - Have applied, have not heard yet if we've been accepted
- Unplug and Play
  - Will be reevaluated to gauge participation and interest
- Triathlon Club
  - Going to try again to get a coach and get the club going in the spring
- BOKS
  - If it goes forward, would be in the spring for 7-8 weeks
  - Won't be doing the program this fall due to lack of volunteers.
    - Will coordinate with Amy to see if more volunteers can be recruited

**COPAC Reps: Reet Dangerfield & Marissa Cameron**

- Coalition of PACS – address issues at the district level
- Attended the September 13 meeting
  - Lots of schools in the District have had upgrades done
  - Final enrollment numbers for the district are still pending,
  - District staffing is still shuffling but not anticipating any lasting vacancies
  - With municipal election School Trustees could be changing, reminder to all parents to get out and vote and familiarize yourselves with the candidates for the South zone
    - Lochside is a voting site for the municipal election
  - BCCPAC Director Kim Currie encouraging all PACs and DPACs to bring forward issues that need provincial level follow up
  - Policy 1100 meeting coming up October 24 at 7pm at Bayside, open to all parents to have input into district policy

**Internet Safety**

- Call out for anyone interested in being on the committee
- Planning information sessions for parents / students in the works
- Provincial level committee on internet safety has been formed through BCCPAC.
  - This committee is being chaired by Nicole and has membership from parents all over the province

**Other Business**

- Pacific Opera Victoria (Amy)



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- Have a program where they will come to schools and do a free performance
- Have LEPAC or the music teacher contact them to set that up - great opportunity
- Amy to forward contact information to Joan/Erika to follow up
  - Joan thought that Lisa Alexander may have brought them in before so will look into it
  
- Coupon Book (Liz)
  - Working with Scarlett on the coupon book fundraiser and have decided to go with Save Around this year rather than the Entertainment Books
  - 20 vendors can be selected that will be the best fit for our school community, list distributed for parents to give input
  
- Lochside Apparel (Trish)
  - Will be offering a selection of apparel via an online store with the new Lochside logo.
  - Targeting the store for mid-October so items here in time for Christmas and will plan for another run in the Spring

Next Meeting - October 17, 2018  
Adjourn 7:33pm