



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

November 21, 2018

Attendance:

Co-Presidents: Megan Mbao
 Vice President: Kirsty Hooker
 Treasurer: Chad Linger
 Secretary: Heather Gale
 Heather School Coordinators: Tina Lazruk, Jodi Holland
 COPAC Representative: Marissa, Cameron
 Internet Safety Coordinator: Trish Jackson Mitchell
 Directors at Large: Leanne Quon-Turpell, Liz Matthews
 Volunteer Coordinator: Amy Campbell
 Principal: Erika Moser
 Vice Principal: Joan O'Leary
 Russ Kerr

Regrets:

Co-President: Nicole Whitsitt
 COPAC Representative: Reet Dangerfield

Guests:

Call to Order 6:33

Items to Discuss	Action Items
<p>Welcome, Introductions and Thank yous Fresh to You Fundraiser (Jodi), Fun lunch (Kirsty & Christy), Halloween Party (Alysha and Crew), Scholastic Book Fair (Megan, Jamie and parent volunteers), Remembrance Day Assembly (Mme Dalziel and Staff), Popcorn (Alysha), Morning Watch (Carolyn)</p>	
<p>Correspondence</p> <ul style="list-style-type: none"> • Thank You card from Steph Kenny 	
<p>Approval of October 2018 Minutes Motioned – Amy Seconded – Marissa Fix Internet Safety Coordinator</p>	
<p>Principal's Report</p> <p>District: Reporting: Parent-Teacher Conference > Reporting to Parents: December 6th School Work: Painting</p> <p>School: Remembrance Day Assembly Activities: Soccer Club, Swimming Club, Chess Club, Choir Club, WE Club Seaquarium Young Farmers PISE</p>	



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**Artist in Residence: Clay Project
Winter Concert -**

Nov. 23 rd NID: Teacher Professional Development		
Nov. 26 th - 30 th Gingerbread Food Drive	December 6 th Reporting/Communicating with Parents	Winter Concert: Dec. 18 th & 20 th
January 7 th : First Day Back: January 2018	Jan. 23 rd New Kindergarten Parent Evening: Kelset Elementary	Jan. 28th-Feb.1st New K Registration

Reports/General Business

President's Report: Megan Mbao & Nicole Whitsitt

- Vote for 2018/2019 budget
 - Motion to approve 2018/2019 Budget – Marissa
 - Seconded - Trish
 - For - 11
 - Against - 0
 - Decision - approved
- Scholastic Update
 - It was amazing. Success in having the classrooms come through during the day on Friday
 - Total sales \$8,192.40 Net Sales \$7,618.93
 - Product Take - \$654.50
 - Book Fair Rewards Amount - \$345.50
 - Cash Rewards - \$1,499.97

**Treasurer: Chad Linger
Budget Update November 2018**

Overview:

1. Cash balance is healthy. Details are as follows:
 - a. Gift Cards - Country Grocer \$557.92
 - b. Petty Cash \$1,005.90
 - c. General account \$21,671.70
 - d. Gaming \$23,713.92 (Cleared \$25,058.03 o/s chq. of \$1,344.11)
2. Gaming grant for 2018-2019 was received. Total received \$10,200 - balance of \$10,245.92
3. Fun Lunch Program - Total net proceeds received less expenses to date total \$9,936.
4. Halloween Dance net proceeds was \$4,169 vs \$3,700 in the prior year. Budget was for \$3,000 this year. Well Done!
5. Book fair has wrapped up - update on figures coming.
6. Seaquaria fees have been paid for the year totaling \$1,680.
7. Approval of Budget

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<p>Budget Update November 2018</p> <p>Executive Meeting</p> <ol style="list-style-type: none"> 1. Decision on what to spend the \$1,760 surplus in Gaming funds on. There are restriction on what the Funds can be used for. They must support extra curricular learning or activities outside of the normal curriculum. Maple Man and Artist in Residence items from the wish list which we were going to fund through the General account totaling \$1,700 could use these funds which would reduce the general expenses by \$1,700. We could then carry forward this savings towards the Visual equipment fundraising later this year once we know what our surplus is looking like. 2. TD Donation - \$500 paid to SD-63 - What to direct these funds towards – Joy Pacquin Scholarship 	
<p>Internet Safety Advisory Council: Trish Jackson Mitchell Parent internet safety talk being delayed till the new year. It will be through Telus Wise. Trish will touch base with Admin about dates.</p> <p><u>Apparel Sales</u> \$1588 in sales before tax 26 orders 61 items</p> <p>Will run the apparel sales again in the spring.</p>	
<p>Volunteer Coordinator – Amy Campbell Scholastic Book Fair A lot of emailing to Class Reps, but information not being sent to parents. Thank you to everyone who has volunteered and jumped in and helped.</p>	
<p>Healthy School Coordinators: Jodi Holland & Tina Lazaruk</p> <ol style="list-style-type: none"> 1. Fresh To You Fundraiser: Only 24 families pre-ordered produce, but we were able to also sell \$363.00 worth of produce on and after the delivery day (Nov. 14). Total earnings = \$559.80 with half of the amount supporting the Grade 5 Camp Thunderbird trip. If we do this fundraiser again, can we get a PAC Square as not many people carry cash, and can bundles be delivered to classrooms for parents to pick up there? 2. Games on the Green: Tina has created a Sign-Up Genius to organize volunteers in order to offer this in the gym for January-March. This program would only require parent supervision for free play, 2 mornings/week from 8-8:30 am. Parents would need a CRC. Consider offering it to the WE Club students to assist. 3. Family Dance night: May 9th. Consider getting sandwich platters or having families preorder Subway? 	



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4. **TC 10K – April 28th @11am** – Ask Steph Kenny or Grade 5 students to run a group at lunch for 1-2 weeks prior

COPAC Rep: Reet Dangerfield & Marissa Cameron

Last Meeting Nov 8, 2018

Trustee Update:

- new trustees identified:

District of North Saanich – * Elected by Acclamation

Elsie McMurphy *

Sheila Stelck *

Town of Sidney - * Elected by Acclamation

Nola Silzer *

District of Central Saanich – Two school trustees elected are:

Timothy Dunford

Alicia Holman

District of Saanich - * Elected by Acclamation

Victoria Martin *

Teri VanWell *

District Update:

- District introduced a risk management document regarding issues in the district so they can develop a strategic plan and determine district priorities.

- highest risk identified last year was reliability of information systems so they upgraded email services for the district

- consultants have been brought in to undertake work in this area and modernize their systems and this will eventually translate into upgrades in the classroom as well

- GSuite identified as a risk from their consultation with consultants and from historical underinvestment in information technology

- they are looking at ways to minimize risk and manage risk in the district and would like COPACS to be involved

- SENG - this is a new communication tool for the district to communicate with parents and be able to push text messages (in the event of an emergency ie lockdown) to all parentss

COPACS Update:

- parent education funding for speakers can be requested from the district

- organized a meeting for Central Saanich trustee candidates and had them respond to questions

- PAC presidents met with Adam Olsen/North Saanich MLA about issues and will submit a summary of their issues to him (excluding south zone schools because they fall in Lana Popham's electoral area)

-Policy 1100 meeting - successful meeting about student engagement



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<p>- DPAC Summit was attended by COPACS in Richmond, good meeting, learned about curriculum changes</p> <p>-White Hatter Presentation at Cordova Bay on Wednesday Nov.14th and at North Saanich Nov.20th, all parents welcome to attend (evite available on COPACS FB page)</p> <p>- Thursday Nov.15th 6:00pm - BC Universities has an event open to all parents in district at Stelly's school including session on Parents at Career Coaches by Capilano University's Marion Haythorne at 6:30</p>	
Other Business	
<ul style="list-style-type: none"> • Farewell get together for Erika – dates proposed to Erika • Fun Lunch (Kirsty) – Thank you Erika, Joan and Staff for supporting the program. Vendors been easy to work with. Good feedback on the extra choices • December LEPAC meeting <ul style="list-style-type: none"> • Motion to not have meeting in December – Amy • Seconded – Chad • Approved • Holiday Book Shop – December 11 & 12. Run By Jenni Erikson and Alysha. Will need wrapping paper, bows and books. • Do we want to offer a recording for the Winter Concert? What are the dates? Nicole will do this again and it will be on USB • Auction off Front Seats for Winter Concert • Gingerbread House Update – Build on Monday and Packages go home on Monday 	
New Business	

Next Meeting – Wednesday January 16, 2018 @ 6:30pm

Adjourn 7:46pm