

# Draft - MINUTES

LEPAC General Meeting  
Lochside Elementary Parents Advisory Counsel

September 23, 2009

## Attendees:

Alix Kibble, Marissa Day, Kathryn Watson, Deborah McLellan, Carmen W., Tawney Geoghegan, Danielle Cooper, Don Mellings, Angie Zemanek, Barb Lund, Patricia McKay (here with), Tracy McMicking, Shannon Husk, Flemming Sorvin, Katrina Parsons, Vice-Principal Donna Collett, Principal Don MacDonald

### I. Welcome

Everyone was welcomed by Alix and Marissa at 6:32pm.

### II. Minutes

Minutes of June 2009 meeting were reviewed and approval was moved by Kathryn and seconded by Danielle. Approved.

### IV. General Business

#### A. General Business

Item	Description
Parent Presentation	<p>Parent Tracy McMicking and colleague Patricia McKay presented information regarding their Parenting Workshop: <i>Living Intentionally and Parenting Workshop</i></p> <ul style="list-style-type: none"><li>▪ Focus to bring deeper self-awareness and living from values and marrying that together with parenting. An engaging, thought-provoking workshop.</li><li>▪ Posters and brochures are available on the bulletin board.</li><li>▪ Contact: Patricia: <a href="mailto:b_pmckay@shaw.ca">b_pmckay@shaw.ca</a> or Tracy at <a href="mailto:tracymcmicking@shaw.ca">tracymcmicking@shaw.ca</a></li></ul>
Hot Lunch Program	<ul style="list-style-type: none"><li>▪ Deborah (Hot Lunch Coordinator) provided background that for the 2008/09 school year Lochside exclusively used <i>Villages Pizza</i>. 'Villages' provided all food 'sides' and drinks and met the BC Healthy School guidelines.</li><li>▪ There has been some discussion to consider other options besides Villages Pizza. Perhaps Sushi, Booster Juice, Subway, Wraps, Mexican,...</li><li>▪ As of today for the 2009/10 year we have committed to Villages only for October, November, December and we have not yet booked for 2010. There is a concern that we may lose our 'position' with Villages Pizza if we do not book now for the rest of the year.</li><li>▪ Deborah and Shannon indicated that the feedback from last</li></ul>

	<p>year's survey was overwhelming 'stick with pizza'.</p> <ul style="list-style-type: none"> <li>▪ It was discussed by attendees that Pizza is popular and also the most convenient as Villages also offers all the sides and drinks.</li> <li>▪ <b>Conclusion:</b> Sign up for rest of year with Villages. If parent(s) would like to try a different meal for hot lunches we may be able to cancel the May/June with Villages or the recommendation is to have 2 hot lunches/month with one being pizza and the other being one of the new food considerations.</li> <li>▪ Deborah and Tawney are considering other options for movie night including tacos, mac and cheese, etc... Deborah said that the movie night may be a good venue to try out other stuff.</li> </ul>
Milk Program:	<ul style="list-style-type: none"> <li>▪ Kathryn indicated that Tawney has volunteered as Milk Coordinator and there are 4 volunteers for delivery.</li> <li>▪ Suggestion: start with 1 day /week</li> <li>▪ It was agreed that LEPAC and Don will re-evaluate in December as to impact on volunteers and students (time away from classes due to distribution/recycling)</li> </ul>
Fundraising initiatives:	<ul style="list-style-type: none"> <li>▪ Alix said that LEPAC has been approved for up to \$3,000 by Thrifty Foods on Smile Card program, (5% of \$ parent's load onto the Smile Cards. Will be using the money to turn the Sunspace into a warm welcome inviting area for students and families. Expect more information in the next week.</li> <li>▪ Entertainment Books – 60 books sold as of September 22,2009. Deadline for returning either books or \$30 to the school is September 25, 2009. Barb mentioned how other schools are reconsidering this as a fundraiser as people are going green and not buying paper.</li> <li>▪ Cops for Cancer – the ride will pass through the school on October 1 and Don, Donna and School Liaison Officer Jana Sawyer will kiss a lizard. Student Jordan Hopkins is a Junior Rider.</li> </ul>
Vice-President & COPACS positions	<p>Still looking for:</p> <ul style="list-style-type: none"> <li>▪ Vice-President – less critical because two President's but could be a good opportunity for someone who is interested in 'getting their feet wet'.</li> <li>▪ COPACS – need 2 reps – responsibilities include monthly COPACS meeting (first Thursday of the month), LEPAC Executive meeting and LEPAC general meeting. With 2 representatives they may choose to alternate/share meetings.</li> </ul>

Banking Changes	LEPAC has moved from Coast Capital Financial to Bank of Montreal due to ease of signatures as BoM does not require signator's to be a member of their bank.
Budget	Review 2008/09 and draft 2009/10 budget, no comments.

## B. Reports

Item	Description
Year-End BBQ	Last June's BBQ was a huge success raising \$591! We look forward to planning our next Year-End Event.
Welcome Back Morning	This year's event was very well attended. Many thanks all the executive who helped plan the event. A special thanks to those who spent the last day of their summer holidays baking! Starbucks at Broadmead very generously donated the coffee! A huge thanks to them!
Terry Fox Run	This year's event raised a total of \$485. Many thanks to the parents who donated their time to wash and serve grapes to our students. Thank you to Carmen W for organizing the grapes!

## VI. Principal Report

### A. School Successes

- School start-up – placements on first day, good start to school year.
- Strong Start Program – for children 0 – 4 years, 25 families in second week.
- Terry Fox Run – great feedback from all
- Family Barbeque – fabulous community spirit event

### B. Information Items

- IEP mtgs. Sept. 23,24, 25 - Individual Educational Plans, 25 designated students
- Photo Day Sept. 25
- Popcorn Day Sept. 25
- Gr. 4/5 Fire Hall Visit
- Cops for Cancer Oct. 1 – kiss the lizard at 10:45, 11:21 – 11:36am Cops for Cancer will arrive!
- Class Profile Mtgs Oct. 6,7,8 – entire support team including Speech and Language, Occupational Therapist, Physical Therapist, Learning Assistance, Teacher, Administration all get together and review all students to discuss supports for the student. Provides a global picture of the students to the team/teacher.
- Walk To School Oct. 7
- WITS program primary Oct. 7

- Intermediate Safety Program Oct. 15
- Hot Lunch Oct. 16
- 1100 Policy Meeting Oct. 28 – also known as Parent Involvement Night.
- Halloween Safety Oct. 29
- Wacky Hair Day Oct. 30

### **C. Discussion Items**

- **Enrolment Numbers and Class Size 2009-2010**
  - 324 total students which converts to (with ½ kindergarten students) to 296.5 FTE
  - Kindergarten: 20, 14, 19
  - Grade 1: 16, 16, 17
  - Grade 2: 20, 20, 21
  - Grade 3: 22, 22
  - Grade 4/5: 29, 29, 29, 28
  - Two grade 4/5 classes have more than 3 students with IEPs including one class with 5 students with special needs.
- **District Appeal Process**
  - Procedure to follow when parents have problems with a teacher/classroom. Additional information is available on the SD63 website. It involves a staged approach:
    - Stage 1* - meet with teacher,
    - Stage 2* - meet with principal. Typically involves a meeting with Principal and teacher. Parent can bring an advocate with them.
    - Stage 3* – appeal process involves completing package and going to superintendent or Assistant Superintendent.
    - Stage 4* – Can go to School Board (My concern has not been resolved... what are you going to do?).
    - Stage 5* – Parents can appeal to Ministry.
  - Procedure to follow when parents have problems with a teacher/classroom. Additional information is available on the SD63 website. It involves a staged approach:
- **School Planning Council**
  - School Planning Council: Changing – plan was yearly. SD63 Board is looking at ways of altering and perhaps going to a 3-year cycle. Will need election to have 3<sup>rd</sup> school planning.
- **Field Trips**
  - 2008/09 school year the cost of field trips (including buses) was around \$16,000. Given budget cutbacks and gaming grant reductions, Lochside staff will work with LEPAC and Administration to ensure field trips are as efficient and effective as possible.

- **Technology Plan of Implementation**

- On October 6 Lochside will move to the Linux system. This is web-based and has no towers. Wiring has been upgraded and will be much faster. This new technology will require professional development for teaching and non-teaching staff.
- There are some glitches around software: e.g. Curswell and Linux don't work well together so will have some towers set aside to work with the incompatible software.
- Carmen asked if students will receive less computer time compared to last year. Don stated that there may be a reduction in computer time for children because they were unable to use computers for the month of September/part of October and Lochside is going from 2 to 1 computer labs although one was an out-dated Mac lab.

## **VII. New Business**

### **A. Volunteers for Gardening**

- Colleen Weckend, Sandy Rainer, Cathy Crawford and their families have done a great job cleaning up the courtyard. They had a plant expert identify every plant that in the courtyard. They may be looking to PAC for signs to identify plants. Gr. 3's will be growing food crops over the winter.

**VIII.** Meeting adjourned at 8:02 pm

Next meeting - Wednesday, October 21, 2009 from 6:30 to 8pm.

Child care will be available.