October 17th, 2012

**LEPAC General Meeting Minutes**

Lochside Elementary Parents Advisory Committee

**LEPAC Executive Attendees:**

President: Rachel Calder

Vice President: Stephanie Kalabric

Treasurer: Don Mellings

Secretary: Robbyn Brodie

Volunteer Coordinator: Mary Brookes

COPACS Representative: Scarlet Yum

Healthy Schools Coordinator: Heather Caul

**Guests:**

Principal Joe Grewal

Vice Principal Joan O’Leary

Marlena Card

Reet Dangerfield

Tiffany Voorberg

Petra d’Entremont

1. **Welcome and Introductions** 6:30
2. **September minutes** were reviewed and discussed. Motion: Mary B. motioned to approve minutes, seconded by Scarlet Y., voted and all in favour. Motion carried. 6:35
3. **Principal’s Report** 6:36-7:00
   1. School Successes
      * Tour de Rock – Raised over $3200 for Cancer Research

* New soccer goals in place – thanks to LEPAC for their part
  + - Indoor Soccer – over 60 students in grades 4/5 playing
    - Individual Educational Plan meetings with 30 families
  1. Information Items

• Oct. 19th Pro-D – Professional Development .e.g. Teachers attending Math Conference, Kindergarten conference in Langley, etc.

• Emergency Preparedness Plan – Shakeout Drill Oct. 18th. New high-quality walkie-talkies should help with better communication this year. Also, bulk emergency items, rather than individual, are part of a different system this year. Next year should be the first year of no charge for each student for emergency supplies.

• Policy 1100 Meeting – Wed. Oct. 24th 7:00-9:00 pm @ Bayside Middle School

• Halloween Safety Assemblies – Tuesday, October 30th

• Wacky Hair Day – Wednesday, October 31st

• Early Dismissal Days November 6th, 7th and 8th. Parent/teacher conferences may take place during or after these dates.

• Remembrance Day Assembly – Thursday November 8th at 10:00 am

• Learning Improvement Fund

* 1. Discussion Items/Other

• Anti-Bullying Initiatives at Lochside

- Roots of Empathy Program starting in kindergarten. Baby visits classroom, children learn about development, emotions, compassion.

- Fun Friends K – 1 & Second Step Program. Program for children dealing with anxiety.

- Peacekeepers Program.

- WITS Sessions & Assembly for grades 1-3 with Sergeant Nick Ross

- Classroom visits and reinforcement of our Lochside Beliefs

-Internet Safety and Digital Citizenship Policy. Education at school needs also to be supported at home. Computer in public area rather than bedroom, for example.

• Smartboard as a teaching tool. Would like to use in a couple of classrooms to determine whether classroom instruction is enhanced. Mr. Niedjalski currently uses a Smartboard, and finds students are very engaged while it is in use. District won’t be putting funds toward smartboards, but if extra money is available, it may be allocated for smartboards. District surplus: they have added a district counselor 0.8, money to EA support, staffing. About $800k has been used. Have grants been applied for for Smartboards? Petra D. volunteered to help apply for funding for Smartboards.

* K-1 Fun Friends, Grade 2-3 Second Step, Grade 4-5 Friends for Life (being a good friend to yourself, having tools to manage own emotions)

1. **Reports** 7:00 – 7:15
   1. President

* Math night successful
* Walking Wheeling Wednesday successful, seeing more people biking
* Home alone Program: 36 kids registered
* About $3900 raised through Entertainment book sales
* Poinsettia sales: two parent volunteers for Camp Thunderbird
  1. Treasurer
* Gaming funds – received $6940 for last year
* Popcorn revenues – 50% more money raised with payment at beginning of year
* Thrifty’s Smile card in finalization process – will earn up to $3000 for Seaquarium
  1. Volunteer Coordinator
* Monster Mash – many volunteers so far, but more welcome to help out.
  1. Healthy Schools Coordinator
* Nothing to report
  1. COPAC Rep
* Second COPAC volunteer needed. Mary B. motioned to approve Petra D. as Co-COPAC, seconded by Stephanie C., voted and all in favour. Motion carried. Petra officially welcomed as Co-COPAC

1. **General Business** 7:06-8:00
   1. Budget Presentation: Don

* Budget plan laid out at this meeting, with intention of approval at November meeting.
* Revenues – Approximately $19,000 (see breakdown attached)
* Expenses – Proposed budget expenses for 2012/13, taking into account parent survey result of last year, plus teacher and administration requests.
* Approximately $76000 currently in account, largely due to last year’s Playground Initiative refund. Due to this surplus, LEPAC may spend more this year than in future years.
* Requests for Funding Assistance Reserve to go through Administration, not PAC.
* Technology funding – two years ago funds were spent on projectors for each classroom, now asking for Smartboards. Small smartboard costs about $1300. PAC would like to get together a Technology Committee, which would include parents and Principal, to decide on a technology plan. PAC will arrange a Smartboard demo for parents to see them in action. Date TBA.
* Education Field trips – increasing amount in hopes to cover entire cost of field trips.
* Artist in residence: options include graphic artist, hip-hop dancer, potter. Open to suggestions.
  1. Monster Mash Returns: Scarlet Y.
* More than 300 people expected so far. 5:30 to 7 food will be served, so food cleanup can be finished earlier. Dance at 7 pm, volunteer on stage this year so kids can see her. If more people than space, may have to use outdoors, as well as the stage and multipurpose room for additional space.
  1. School Planning Council: Nominations and Vote
* Tracy McMikking and Sharon Halsing have volunteered. Executive member also needs to be on this committee. Executive member Petra volunteered. Rachel motioned to have Tracy, Sharon, and Petra on School Planning Council. Motion seconded by Don. Voted and all in favour. Motion carried.
  1. Courtyard:
* Approval requested for $200 for design plan by horticulture graduates, then work with horticulture students to beautify. Grade 3s also working in courtyard.
  1. Winter Holiday Celebration: nothing to report
  2. Scholastic Book Fair:
* November 15, 16, 19. Volunteers needed.
  1. Anti-bullying education:
* Approval requested for $300 for presenter. PAC supporting full-day presenter on bullying. On pink shirt day speaker Mike Bartolomew will work with each classroom.
  1. Parent Volunteer Value Statement, or name to be determined (Code of Conduct?): Rachel.
* First draft: Whereas all parent volunteers are committed to contributing to a positive school community, we endeavor to ensure that all of our actions and behavior reflect the values we want to model for our children.  We pledge to approach everyone within the school community with kindness and respect.  We will embrace diversity and ensure that no one is excluded.   If conflict arises, we will do our best to resolve it and ask for support as needed.   We will avoid gossip and negative judgments; and make an effort to appreciate everyone's efforts.

1. **President Rachel adjourned the meeting at 8:00pm.**

Next meeting is November 21st, 2012.

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| **Lochside Elementary Parents Advisory Council** |  | **Budget Proposal 2012-13** |  |  |
| *For Immediate Release* |  |  |  |  |
|  |  |  |  |  |
| **LEPAC Budget** | **2012-2013** |  |  |  |
|  | Requested/Proposed |  |  |  |
| **Revenue** |  |  |  |  |
| Hallowe'en Dance | $ 500.00 |  |  |  |
| Entertainment Books | $ 3,760.00 |  |  |  |
| Fun Lunch Sales | $ 3,000.00 |  |  |  |
| School Supplies | $ 600.00 |  |  |  |
| Gaming Grant | $ 6,940.00 |  |  |  |
| Spiritwear Sales | $ 300.00 |  |  |  |
| Treat Sales (Popcorn) | $ 600.00 |  |  |  |
| Thrifty Smile Cards | $ 2,500.00 |  |  |  |
| Misc Fundraising - Cobbs, Mabel's, Return It | $ 100.00 |  |  |  |
| Scholastic Bookfair | $ 500.00 |  |  |  |
| Movie Nights (x2) | $ 200.00 |  |  |  |
| **Sub-Total** | **$ 19,000.00** | **$22,377.40 Last Year** |  |  |
|  |  |  |  |  |
| **Expenses** |  |  |  |  |
| Admin/General Expenses | $ 1,000.00 |  |  |  |
| Emergency Lunches | $ 300.00 |  |  |  |
| Volunteer Appreciation | $ 250.00 |  |  |  |
| Foster Child Support - World Vision | $ 540.00 |  |  |  |
| Joy Paquin Scholarship Fund | $ 500.00 |  |  |  |
| Earthquake Supplies | $ 500.00 |  |  |  |
| Year Books - Grade 5 | $ 200.00 |  |  |  |
| Principal's Fund | $ 300.00 |  |  |  |
| Lochside Guest Speakers - Parent Education | $ 500.00 |  |  |  |
| LEPAC Mtg Childminding | $ 500.00 |  |  |  |
| Staff Appreciation | $ 250.00 |  |  |  |
| Club Support | $ 300.00 |  |  |  |
| Grade 5 Luncheon | $ 500.00 |  |  |  |
| Science Venture | $ 1,500.00 |  |  |  |
| Classroom Activity Budget | $ 3,600.00 | $200/division (including French & Special Education) | | |
| Sports Equipment / Playground Upgrades | $ 1,000.00 |  |  |  |
| Food for community building events | $ 500.00 |  |  |  |
| Library Funding - Folding Tables | $ 500.00 |  |  |  |
| Courtyard / Garden | $ 1,500.00 | **Carried Forward from 2011/12** |  |  |
| Outdoor Classroom Enhancement | $ 2,200.00 | Carried Forward from 2011/12 |  |  |
| Artist In Residence | $ 1,600.00 | Last year: Gill Chaters |  |  |
| Artist in Residence | $ 2,800.00 | Last year: Paul Hann |  |  |
| Education Field Trips in BC | $ 5,475.00 | $15 / student |  |  |
| Anti Bullying Speaker | $ 300.00 |  |  |  |
| Seaquaria | $ 4,000.00 |  |  |  |
| Technology | $ 4,000.00 | subject to review in committee |  |  |
| Peacekeeper Jackets | $ 1,500.00 |  |  |  |
| Funding Assistance | $ 500.00 |  |  |  |
| Coach in Residence | $ 1,000.00 |  |  |  |
| Picnic Table near playground | $ 1,500.00 |  |  |  |
| Mr. Organic | $ 500.00 |  |  |  |
| Baseball Diamond improvement | $ 1,000.00 |  |  |  |
| Stream of Dreams | $ 4,000.00 |  |  |  |
| **Subtotal - Expenditures** | **$ 44,615.00** |  |  |  |
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